Florida PALM Update

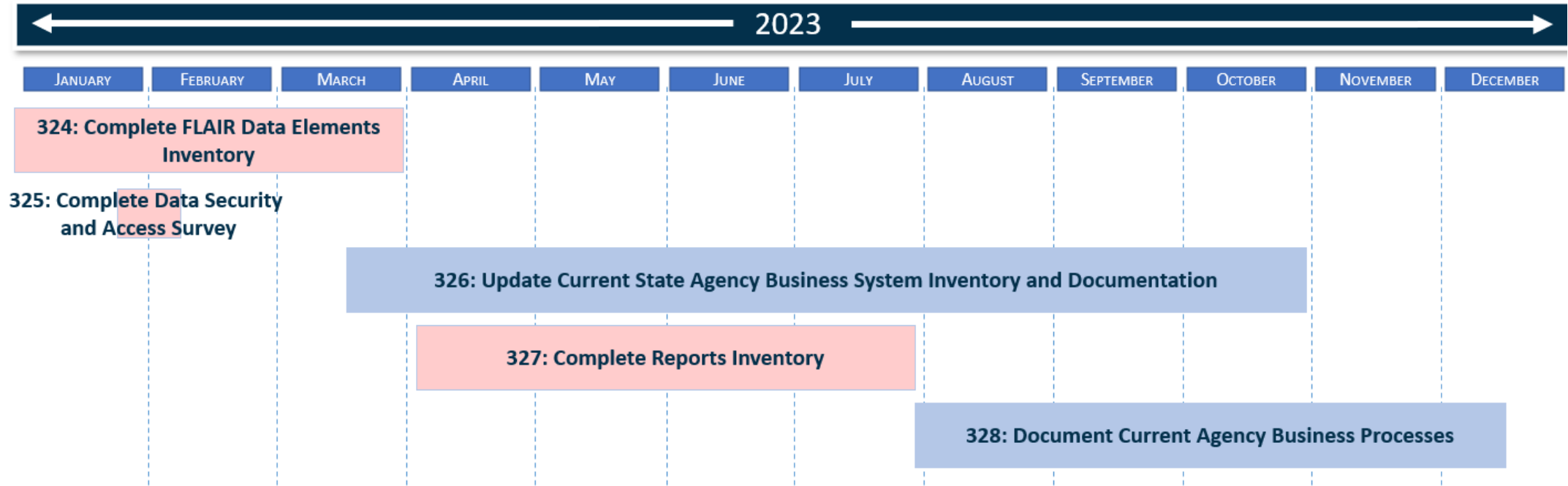## FASM Meeting
August 18, 2023

Be a
Visible
Leader

Florida PALM Update – Current State Analysis

- Getting agencies ready for future tasks
- Inventories are living documents to be updated
- RW328 - Document Current Agency Business Processes – 7/31 Release
- Readiness Workplan Release – Planned for September

Florida PALM Update

▸ Forums
- Project Management Liaisons - June
  - First Forum – Well received!
  - 32 attendees, 20 agencies represented
- Change Management and Training Liaisons Forum - July
  - 50 attendees, 23 agencies represented
  - Many new faces

It was such a positive for all of us….the buzz was very comforting for all in that it helped the PM's measure where we are on this journey….

APD Project Management Liaison

forums!

Transform Florida Together

Florida PALM
Planning, Accounting, and Ledger Management

Florida PALM Update

▸ Bimonthly Agency Readiness Status Report

◦ Pursuant to Implementing Bill language

◦ First will be due September 10th for July and August

◦ Draft discussed with AC and ESC in June and July

◦ Updated draft to be shared with ESC in August

◦ Includes new information and presentation of already collected information:

- New: Agency Risks, Issues and Assumptions, Agency-Specific Readiness Activities, and Sponsor Confirmation

- Currently Collected: Status of RW Tasks and statistics from agency worksheets

◦ Task Instruction Release Planned for August 28
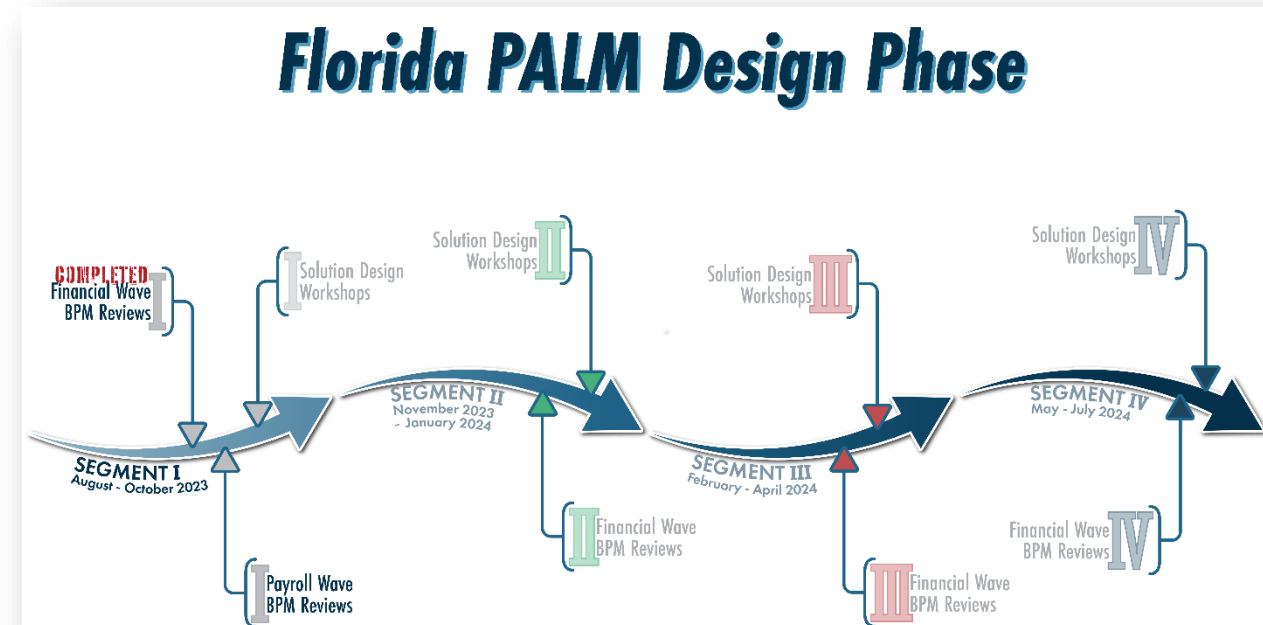
Working Together to Transform Florida

Florida **PALM**
Planning, Accounting, and Ledger Management

Florida PALM Update
Business Process Model Reviews

▸ Financials Wave Business Process Model Updates – Segment I
  ◦ Monday, August 14, 1:00 – 5:00 p.m.
    • 30.3 Enter and Process Vouchers
  ◦ Tuesday, August 15, 1:00 – 5:00 p.m.
    • 10.1 Set Up and Maintain Chart of Accounts
    • 20.1 Enter and Process Budget Journals

▸ Payroll Wave Business Process Models Review
  ◦ Wednesday, September 6 &
    Thursday, September 7, 1:00 – 5:00 p.m.

Florida PALM Update
Solution Design Workshops

Process Grouping	Business Process	Segment I Sep/Oct 2023	Segment II Dec 2023/ Jan 2024	Segment III Mar/Apr 2024	Segment IV Jun/Jul 2024
Account Management and Financial Reporting [1]	10.1 Set Up and Maintain Chart of Accounts	X			
	10.2 Enter and Process Journals		X		
	10.3 Analyze and Reconcile Accounts			X	
	10.4 Close General Ledger and Consolidate Results				X
Budget Management and Cash Control [1]	20.1 Enter and Process Budget Journals	X			
	20.2 Budget Execution and Management				X
	20.3 Perform Budget Close				X
Disbursements Management	30.1 Set Up and Maintain Suppliers			X	
	30.2 Establish and Maintain Encumbrances		X		
	30.3 Enter and Process Vouchers	X			
	30.4 Process Payments		X		
	30.5 Manage Payments			X	
	30.6 Manage Tax Reporting [2]				X
	30.7 Manage Accounts Payable Reporting				X
Asset Accounting and Management	40.1 Acquire and Set Up Assets		X		
	40.2 Deploy and Maintain Assets			X	
	40.3 Set Up and Maintain Asset Controls		X		
	40.4 Asset Management Period Close				X

[1] Fund cash management functionality (previous 80 series business processes) has been incorporated into these process groupings
[2] Enterprise Business Process

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Revenue Accounting	50.1 Set Up and Maintain Customer			X	
Accounts Receivables	60.1 Enter and Maintain Receivables			X	
	60.2 Deposit and Apply Receipts		X		
	60.2.2 AR Deposits			X	
Banking	70.1 Manage Banking Relationships				X
	70.2 Manage and Reconcile Bank Statements [2]				X
	70.4 Process Bank Cash Transfers [2]				X
	70.5 Reconcile Book to Bank Balances [2]				X
Projects Management	90.1 Create and Maintain Projects				X
Grants Management	90.2 Create and Maintain Grants		X		
	90.2.4 Monitor CMIA			X	
Contracts Management	90.3 Create and Maintain Contracts		X		
Inter/IntraUnit Transactions [1]	110.1 Inter/IntraUnit Transaction Processing				X

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[2] Enterprise Business Process

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Payroll Management	100.1 Set Up and Maintain Positions				X
	100.2 Set Up and Maintain Employees				X
	100.3 On Cycle Payroll Run				X
	100.4 Off Cycle Payroll Run				X
	100.5 Ad Hoc Payroll				X
	100.6 Payroll Adjustments				X
	100.7 Payroll Accounting Distributions				X
	100.8 End of Period Processing				X

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CONTACT INFORMATION

CONTACT US

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