

# FloridaPALM

Planning, Accounting, and Ledger Management

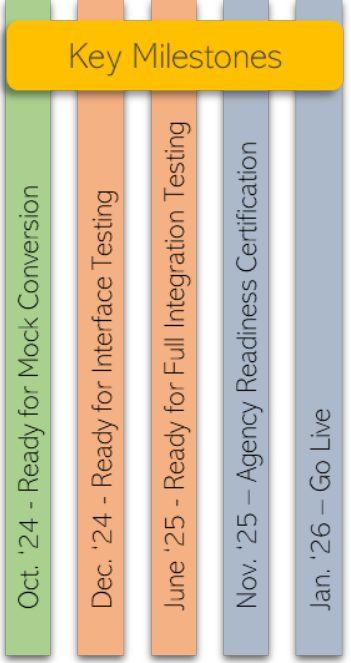
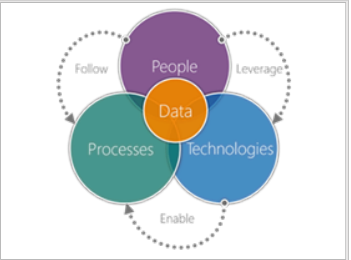


# FLORIDA PALM UPDATE

FASM MEETING  
DECEMBER 8, 2023



# Agency Readiness Activities



Readiness Task	Fiscal Year 2023/2024											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>AGENCY CURRENT STATE ANALYSIS</b>												
Complete Reports Inventory	4/3-7/28											
Update Current State Agency Business System Inventory and Documentation	3/13-10/27											
Document Current Agency Business Processes			7/31-12/15									
<b>AGENCY TRANSFORMATION PLANNING</b>												
Create Agency Specific Project Charter					10/2-12/15							
Create Agency Specific Implementation Schedule					10/9-12/15							
Create Agency Specific Risks and Issues Management Plan					10/9-12/15							
Create Workforce Readiness Plan					10/16-12/15							
Update Workforce Readiness Plan												6/17-8/2
Review Payroll Wave Business Process Models						11/6-1/26						
Identify Future Florida PALM End Users							1/16-3/1					
<b>AGENCY &amp; ENTERPRISE SYSTEM BUILD</b>												
Update Agency Business System Documentation for Segment I					10/30-1/12							
Update Agency Business System Documentation for Segment II							1/29-4/12					
Update Agency Business System Documentation for Segment III									4/29-7/12			
Update Florida PALM Interface Inventory for Segment I					10/30-1/12							
Update Florida PALM Interface Inventory for Segment II							1/29-4/12					
Update Florida PALM Interface Inventory for Segment III									4/29-7/12			
Complete Configuration Workbooks for Segments I and II							1/29-3/29					
Complete Configuration Workbooks for Segment III									4/29-5/31			
Identify Change Impacts and Update Agency Business Process Documentation for Segments I and II							1/29-4/12					
Identify Change Impacts and Update Agency Business Process Documentation for Segment III									4/29-7/12			
Update Florida PALM Conversion Inventory for Segment II							1/29-4/12					
Update Florida PALM Conversion Inventory for Segment III									4/29-7/12			
Remediate Agency Business Systems Based on Segment I								1/29-5/28				
Remediate Agency Business Systems Based on Segment II									4/29-9/27			
Complete Data Readiness Analysis and Data Cleansing Activities for Segments I and II							1/29-4/12					
Complete Data Readiness Analysis and Data Cleansing Activities for Segment III									4/29-7/12			
<b>AGENCY &amp; ENTERPRISE TESTING</b>												
Create Agency Specific User Acceptance Testing Plan												6/17-12/13
<b>AGENCY TRAINING AND GO LIVE READINESS</b>												
<b>AGENCY UTILIZATION OF FLORIDA PALM</b>												

Ongoing management and update

Segment I  
Design  
Workshops

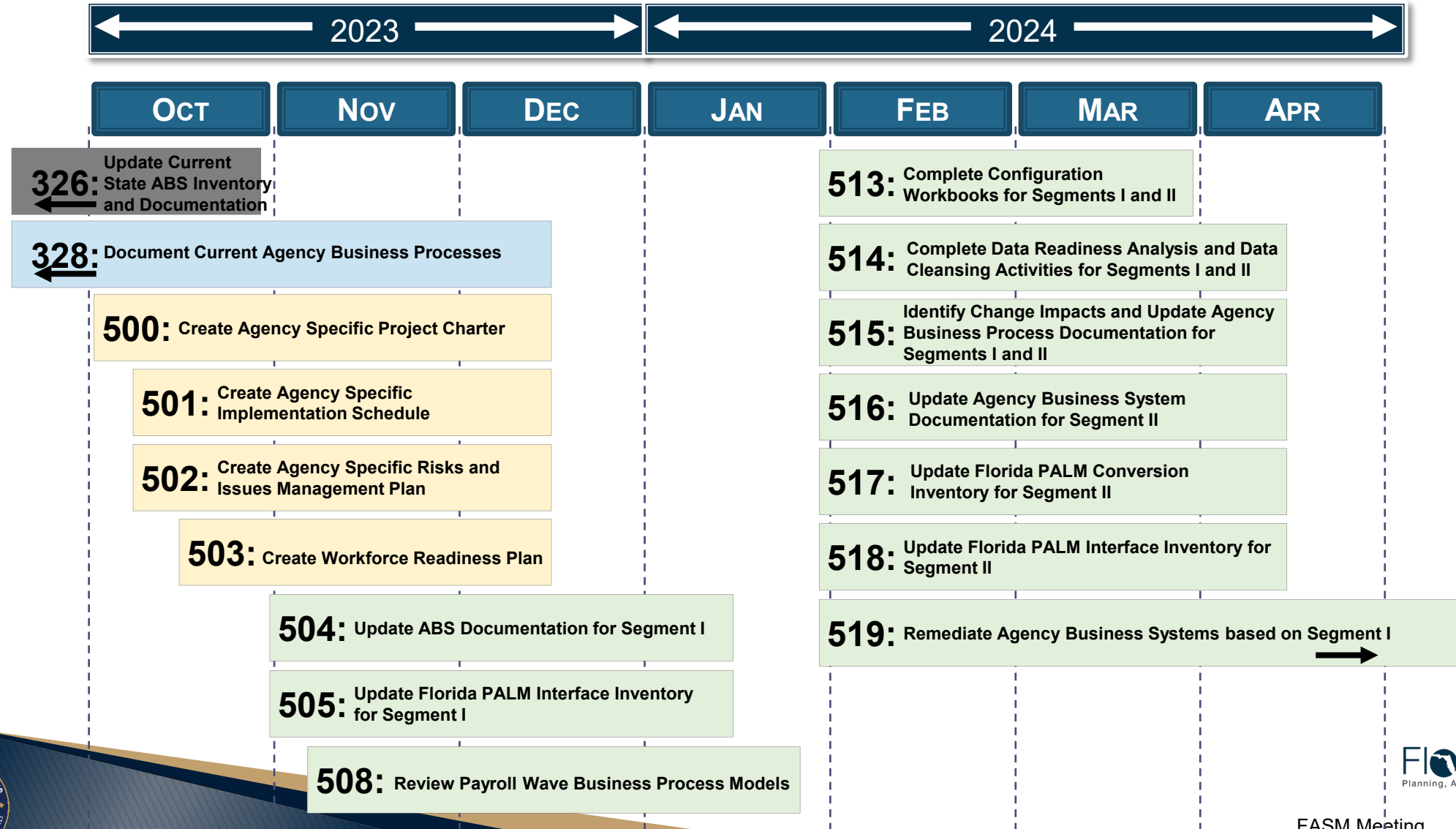
Segment II  
Design  
Workshops

Segment III  
Design  
Workshops

Segment IV  
Design  
Workshops



# Current and Upcoming RW Tasks



# Design Phase Meetings

- ▶ Segment II Design Workshop – registration coming soon!
  - January 9 – 30.2 Establish and Maintain Encumbrances
  - January 10 – 30.4 Process Payments; 30.5 Manage Payments
  - January 11 – 40.1 Acquire and Set Up Assets; 40.3 Set Up and Maintain Asset Controls
  - January 16 – 60.2 Deposit and Apply Receipts
  - January 17 – 90.2 Create and Maintain Grants; 90.3 Create and Maintain Contracts
  - January 18 – 10.2 Enter and Process Journals; 120.1 Interface Error Handling Process
  
- ▶ *Save the Dates!* Segment III Design Workshops in late March/early April
- ▶ Segment IV Design Workshop will include Segment IV design and a recap/overview of all Segments



# Stay Informed

- ▶ PALMcast: Listen to the Organizational Change Management Series
- ▶ Watch recordings of pervious ESC Meetings and Design Workshops
- ▶ Attend Advisory Council Meetings to hear what agencies are saying
- ▶ Read the latest Agency Sponsor Scoop
- ▶ Meet regularly with your Agency Liaison. Ask Questions!



# Transform Florida Together

- ▶ Contact us  
[FloridaPALM@myfloridacfo.com](mailto:FloridaPALM@myfloridacfo.com)
- ▶ Project Website  
[www.myfloridacfo.com/floridapalm/](http://www.myfloridacfo.com/floridapalm/)

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# CONTACT INFORMATION

CONTACT US

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

PROJECT WEBSITE

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

