DOE Status Report Dashboard

Click on the various statistics or dials to view the supporting information within your agency's Smartsheet Florida PALM Workbook.

Reporting Period

January - February 2026

Agency Sponsor

Suzanne Pridgeon

RW Task Timeliness

Direct Impact Task Timeliness

Direct Task Completeness:

Score = 96.94%

- Submitted On Time = 46
- Submitted Late = 3
- Pending Submission = 0

Other Task Timeliness

Other Task Timeliness:

Score = 90.44%

- Submitted On Time = 73
- Submitted Late = 18
- Pending Submission = 0

RW Task Completeness

Direct Impact Task Completeness

Direct Task Completeness:

Score = 81.46%

- **Submitted Complete = 26**
- Submitted Incomplete = 5
- Completed After Submission = 17

Other Task Completeness

Other Task Completeness:

Score = 88.25%

- Submitted Complete = 46
- Submitted Incomplete = 3
- Completed After Submission = 14

The RW Task Timeliness dials reflect the timeliness of your agency's submission of all RW tasks based on the task due date. Calculations are based on all RW tasks to date.

The RW Task Completeness dials reflect the completeness of your agency's task submissions based on the task rubric. Calculations of task completeness includes all RW Tasks since RW 512.

Change Champion Network:

- Unique Filled Role = 7
- Duplicate Filled Role = 7
- Vacant Role = 0

The Change Champion Network composition reflects the completeness of your CCN makeup.

The dials above include an intuitive Green-Yellow-Red spectrum, where green indicates the measure is in a positive range, yellow represents that the gaps in expected results present an increasing risk to the agency, and red indicates that there are significant gaps in expected results that present an elevated risk level for the agency.

RW Tasks - Completed or Open Items

Project Impact	Critical Operational Element	Task ID	Task Name	Task Planned Start Date	Task Planned End Date	Agency Reported Task Progress	Agency Submission Date	Status Comment	Project Verification of Completion	Agency Corrected Submission Date
Indirect	Processes	574	Prepare Documentation for User Acceptance Testing	06/02/25	01/09/26	100% - Submitted	01/08/26		Submission Complete	
Direct	Technology	592	Agency IdP SMEs Add End Users to Agency's Identity Provider	12/08/25	01/09/26	100% - Submitted	12/29/25		Submission Complete	
Indirect	People	688	Update UAT Plan	12/08/25	01/09/26	100% - Submitted	01/08/26		Submission Complete	
Indirect	N/A	606	Update Agency Readiness Certification #2	12/15/25	01/09/26	100% - Submitted	01/09/26		Submission Complete	
N/A	N/A	671	Submit Bimonthly Agency Readiness Status Report	12/29/25	01/14/26	100% - Submitted	01/15/26		Submission Complete	
Indirect	N/A	669	Submit Monthly Progress Report - Testing	01/05/26	01/30/26	100% - Submitted	02/02/26		Submission Complete	
Direct	Data	597	Complete Data Cleansing Based on Mock Conversion 4	01/12/26	03/13/26	75% - Consolidating/Inputting Information for Submission				
N/A	People	670	Share Florida PALM Updates	01/12/26	01/23/26	100% - Submitted	01/25/26		Submission Complete	
Indirect	N/A	672	Submit Monthly Progress Report - Testing	02/02/26	02/27/26	100% - Submitted	02/24/26		Submission Complete	03/03/26
N/A	N/A	673	Submit Bimonthly Agency Readiness Status Report	03/02/26	03/10/26	100% - Submitted	03/09/26			
Indirect	N/A	674	Submit Monthly Progress Report - Testing	03/02/26	03/31/26	50% - In Progress				

Agency Reported

The Risks, Issues, and Assumptions tables below display only items that were marked confirmed and were opened/logged, closed/resolved or active during the reporting period.

DOE Risks

Status	Date Opened	Date Closed	Primary Risk Category	Risk Title	Trend	Risk Rating	Background	Monitor/Mitigation Plan/Resolution	Impact if Risk Becomes an Issue	Reporting Period Comments for Jan. - Feb. 2026
Open and Mitigating	07/02/25		Staffing/Resource Availabilit	Operational Staff Turnover - General	Stable	4 (Medium/Medium)	Staff turnover is an ever-present risk and is especially significant when contemplating a new financial platform.	Mitigate. Ensure job-specific processes are documented and generic enough to permit retraining of new, incoming staff.	Delays could occur.	No comments this period
Open and Mitigating	07/15/25		Interface	Weak integration plan between legacy agency systems and PALM	Stable	4 (Medium/Medium)	Current agency systems may not align or integrate cleanly with PALM data structures or workflows.	Mitigate. Continue to evaluate ABS during PALM testing.	Delays in data flow and reporting; potential data loss or duplication.	ABS tests are moving through Cycle 2 with one remaining system (FLAGS) on track for testing this month.
Open and Monitoring	07/15/25		Training	No training plan or materials provided for end users	Increasing	4 (Medium/Medium)	Training needs assessment not conducted; PALM training assets not yet distributed.	Monitor. Coordinate with PALM training team; develop internal training schedule and delivery method.	Low adoption, user errors, and surge in post-go-live support needs.	Developing in-house training methodology for the beginning of UAT.

Status	Date Opened	Date Closed	Primary Risk Category	Risk Title	Trend	Risk Score	Background	Action Plan	Impact	Reporting Period Comments
				end users			distributed.	delivery method.		
Open and Monitoring	07/29/25		Staffing/Resource Availa	Overlapping UAT and Training Development	Increasing	4 (Medium/Medium)	Critical path activities such as SME testing and internal training design are scheduled simultaneously.	Monitor. Separate workstreams with distinct leads and buffer schedules.	Reduced availability of key resources and delays in readiness activities.	No comments this period
Open and Mitigating	07/29/25		Conversion/Configuration	Data Integrity Issues During FLAIR-to-PALM Conversion	Increasing	4 (Medium/Medium)	Data extracted from the legacy FLAIR system may be incomplete, inconsistent, or poorly structured, posing conversion challenges.	Mitigate. Perform multiple test conversions and reconciliations; involve business SMEs to verify data mapping accuracy.	Financial records may be inaccurate, requiring extensive reconciliation and delaying go-live.	Data cleansing and conversion activities are yielding positive results.
Open and Mitigating	11/22/24		Staffing/Resource Availa	The project leans on several key people who possesses the primary knowledge of the business applications. If these individuals become unavailable (due to illness, departure, or other reasons), there is a risk of project delays, errors, and reduced efficiency in resolving technical or operational challenges.	Stable	2 (Medium/Low)	Matt has extensive knowledge of the Comptroller's business applications. The staff that backs Matt up knowledge of the applications are limited and would cause delays if the Matt becomes unavailable.	Mitigate: 1.) Knowledge Sharing: Implement regular knowledge-sharing sessions to distribute expertise among team members. 2.) Documentation: Develop comprehensive documentation for business applications, ensuring critical knowledge is stored and accessible. 3.) Cross-Training: Train other team members to create redundancies in expertise. 4.) Backup Plans: Establish a clear plan for knowledge transition and business continuity. 5.) Mentorship Programs: Pair the individual with a mentee who can gradually acquire similar expertise. By addressing this risk proactively, the project can reduce its dependency on a single resource and ensure continuity.	-Delays in project timelines due to the lack of expertise available to address critical issues. -Reduced quality of deliverables due to incomplete understanding of business applications. -Increased operational and knowledge transfer costs if the individual exits or is unavailable. -Potential for project failure in critical phases where the knowledge is essential.	No comments this period
Open and Mitigating	07/29/25		Business Process Chang	Moderate OCM efforts.	Stable	2 (Medium/Low)	Organizational Change Management efforts have been minimal, risking user adoption and SME readiness.	Mitigate. Accelerate internal OCM activities, engage leadership, deliver targeted messaging.	Delayed adoption and lack of preparedness during implementation.	No comments this period
Open and Mitigating	07/29/25		Interface	ABS and interface compatibility with PALM	Stable	2 (Medium/Low)	Interfaces and legacy systems may fail to transmit or receive PALM-compatible data.	Mitigate. System integration testing, interface validation, early defect tracking.	Critical data failures during financial processing or reporting.	No comments this period
Open and Mitigating	01/07/25		Agency Business System	ABS Applications (FLAGS, Deposit, Indirect Cost and PARS) risk being not ready for UAT and go-live due to insufficient remediation.	Stable	2 (Low/Medium)	DOE has encountered development delays resulting from moving interface file standards with the Project and lacked one developer for applications.	Monitor. Prioritize Applications: Assess and prioritize applications based on criticality and impact. Focus remediation efforts on the highest-risk applications first; Reallocate resources: Identify and allocate resources from less critical projects or consider temporary hires/contractors to bolster the team; implement phased rollout: Consider a phased rollout approach where non-critical features are delayed to allow for necessary remediation; Conduct regular progress reviews: Implement weekly check-ins to monitor remediation progress and adjust resources as needed.	Significant delays could occur	ABS tests are moving through Cycle 2 with one remaining system (FLAGS) on track for testing this month.
Open and Mitigating	07/29/25	12/19/25	Staffing/Resource Availa	Competing Responsibilities for Key Roles During Testing	Increasing	1 (Low/Low)	Key agency staff fulfilling Project Team roles (e.g., BAs, Liaisons, Workgroups) are also managing core business responsibilities, limiting availability for PALM testing and training.	Mitigate. Secure dedicated time allocations through resource management planning and escalate conflicts to Sponsor for prioritization.	UAT execution may be delayed or insufficient, leading to missed defects and rework.	UAT started. Executing testing plan.

DOE Issues

Date Opened	Date Closed	Priority	Primary Issue Category	Issue Title	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments for Jan. - Feb. 2026

DOE Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for Jan. - Feb. 2026
People	All staffing needs will be met to complete the project	Logged	03/03/25	Leadership	No comments this period
People	The PALM central project team will provide deadlines, templates, and support for key deliverables.	Logged	07/15/25	SMEs, Leadership, End Users	No comments this period
People Processes	Business process knowledge is fragmented but recoverable through interviews and document reviews.	Logged	07/15/25	SMEs, Leadership, End Users	No comments this period

Processes Data	The division has access to or can obtain relevant FLAIR documentation and historical process flows.	Logged	07/15/25	SMEs, Leadership, End Users	No comments this period
People Processes	End-user community is unaware of upcoming changes and will require structured, repeated communication.	Logged	07/15/25	SMEs, Leadership, End Users	No comments this period
People Processes Technology Data	Data conversion from FLAIR will rely heavily on existing systems and internal technical SMEs.	Logged	07/15/25	SMEs, Leadership, End Users	No comments this period
People Processes Technology Data	UAT will require active participation from functional staff.	Logged	07/15/25	SMEs, Leadership, End Users	No comments this period
People Processes	PALM stakeholders will respond positively to constructive engagement.	Logged	07/15/25	SMEs, Leadership, End Users	No comments this period

Agency Sponsor Confirmation

As Agency Sponsor, I understand my role and responsibility for monitoring and reporting on my agency's readiness status. I have reviewed and confirmed the accuracy of my agency's readiness status as reflected in this dashboard.

Agency Sponsor Name: *

☐ Confirm *

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DOE Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
January - February 2026	Suzanne Pridgeon	suzanne.pridgeon@fldoe.org	03/09/26