


RW Task Timeliness

Direct Impact Task Timeliness




Direct Impact Task Timeliness:

Score = 98.65%

Submitted On Time = 33
Submitted Late = 3
Pending Resubmission = 0

Other Task Timeliness




Other Task Timeliness:

Score = 90.43%

Submitted On Time = 55
Submitted Late = 12
Pending Resubmission = 0

RW Task Completeness

Direct Impact Task Completeness




Direct Task Completeness:

Score = 89.44%

Submitted Complete = 22
Submitted Incomplete = 1
Completed After Submission = 13

Other Task Completeness



Other Task Completeness:

Score = 86.58%

Submitted Complete = 25
Submitted Incomplete = 0
Completed After Submission = 13

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 = 12
Duplicate Filled Role = 10
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
N/A	Technology	561	Remediate Agency Business Systems based on Segment IV	10/21/24	03/14/25	100% - Submitted	05/07/25	The file format has been identified and provided to Business Unit for Remediation.		
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	05/02/25	100% - Submitted	01/17/25		Submission Complete	
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	05/02/25	100% - Submitted	05/02/25			
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	05/30/25	100% - Submitted	03/04/25		Submission Complete	
Direct	Technology	576	Complete Internal Agency Business System Test and Remediation to prepare for Cycle 2 - Technical Interface Testing	01/06/25	07/25/25	25% - Beginning Initial Internal Meetings and Information Gathering				
Direct	Data	658-D	Submit Data Field Mapping	02/03/25	03/14/25	100% - Submitted	02/26/25	3/7/25 RC: Update Mapping to Florida PALM Location Code missing for row 106. Guidance is to map to a default value, note in comments to add the needed value the next config iteration.	Submission Complete	03/17/25
N/A	N/A	589	Submit Bimonthly Agency Readiness Status Report	02/28/25	03/10/25	100% - Submitted	03/07/25		Submission Complete	
Direct	Data	567-L	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	100% - Submitted	03/28/25		Submission Complete	
Direct	Data	567-M	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	100% - Submitted	03/26/25		Submission Complete	
Direct	Data	567-N	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	100% - Submitted	03/26/25		Submission Complete	
Direct	People	579	Confirm UAT SMEs	04/14/25	05/02/25	100% - Submitted	05/06/25		Submission Incomplete	05/09/25
N/A	People	598	Share Florida PALM Updates	04/14/25	04/25/25	100% - Submitted	04/24/25		Submission Complete	
N/A	N/A	599	Submit Bimonthly Agency Readiness Status Report	05/01/25	05/12/25	100% - Submitted	05/09/25		Submission Complete	
Indirect	Technology	578	Confirm Identity Provider for Florida PALM	05/05/25	05/23/25	100% - Submitted	05/07/25			

People

The staff and stakeholders affected by your agency's transition to Florida PALM.

Implementation:

Planned Florida PALM End Users = 26

Business Process Groupings = 13/13

Identified Subject Matter Experts = 10

Processes

The sequence of procedures to accomplish a business objective.

Implementation:

Impacted Agency Business Processes = 67

Related Business Process Groupings = 11/13

Planned Spreadsheet Uploads = 8

Technology

The applications or tools used to process, track, or report on financial operations.

Implementation:

Business Systems Planned for Integration = 8

Planned Interfaces = 10

Inbound Interfaces = 2

Outbound Interfaces = 8

Data

Information used in or produced from an agency's financial business operations.

Implementation:

Configuration

Commitment Control (KK)

Budget Allotments - Control Option = Option # 3 - Track without Budget

Account ChartField Tier Selection = Account Tier #1: Highest

- Organization ChartField Translation Tree Selection = Translation Tree #1: Agency-Wide Tree

• Org Security Rule = Agencywide

• Optional ChartFields

- OA1 = To Be Configured

- OA2 = To Be Configured

- PC Category = To Be Configured

- PC Subcategory = To Be Configured

- PC Source Type = Not To Be Configured

Conversion

• Optional Conversions

- Accounts Receivable = Not Needed

- Assets = Needed

- Contracts = Not Needed

- Customers = Not Needed

- Encumbrances = Needed

- Grants = Not Needed

- Projects = Not Needed

- Projects Balances = Not Needed

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.

DLA Risks

Status	Date Opened	Date Closed	Risk Category	Risk Title	Trend	Risk Rating	Monitor/Mitigation Plan/Resolution	Reporting Period Comments for March - April 2025
Open and Mitigating	02/26/24		Staffing/Resource Availability	Loss of technical CNN participant	Increasing	9 (High/High)	Backup technical CNN participant will need to take lead role. IT will be recruiting for replacement staff to support Finance & Accounting functions.	Position is still vacant. 04/23/2024 position is still vacant
Open and Mitigating	04/23/24		Business Process Change	Changes to project scope potentially impacts agency planned mitigation.	Increasing	9 (High/High)	Review BPM's for changes to workflows to identify potential impacts to agency solutions, interfaces and processes.	Review continues 04/23/2024 this is a continuing risk.
Open and Mitigating	04/09/25		Agency Business System	DFS Single Pay Approval Impact on consumer restitution payments and Refunds.	Increasing	9 (High/High)	We need to revise ABS processes to include supplier records being added by DFS then being ingested by ABS which cases delay in payment processing.	New Risk
Open and Mitigating	04/30/25		Role Mapping	Segregation of responsibilities with a Florida PALM user role.	Increasing	6 (Medium/High)	We need to determine if this will be a training issue or if responsibilities will need to be shifted to HR for payroll related activities.	New Risk

DLA Issues

Status	Date Opened	Date Closed	Priority	Issue Category	Issue Title	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments for March - April 2025
Open	04/23/24		Critical - Impacts the abil	Agency Business System	Need ability to make corrections to closed reporting period	Need a solution option	04/14/25	new issue moved from risk-I don't think this has a resolution. 04/23/2024 - still need to understand the transaction correction process in Florida PALM.
Open	11/12/24		Critical - Impacts the abil	Interface	No Single Payer Interface for VANext in PALM for remediation	Need a solution option from PALM.	04/14/25	New. 11/12/2024 - DLA anticipates the use of Single Payer for VANext individual claimants, consumer restitution and refunds. 12/20/2024-A&A has not set a policy on approval process. 2/18/2025 Agency provided response to DFS request for what we need single pay for on. DFS provided approval to use Single Payment vouchers for victim benefit claims that are generated through VANext on 04/24/2025.
Open	12/20/24		Critical - Impacts the abil	Conversion/Configuration	Approval seeking on batch upload to Import process for supporting documents	If there is no project solution it will require considerable staff effort to complete the supporting docs	04/14/25	12/20/2024- No resolution on supporting documents and A&A policy has not been set for support documents. 02/26/2025 It is still outstanding.
Open	02/18/25		Critical - Impacts the abil	Agency Business System	DFS approval to use single pay option for consumer restitution payments and refunds.	Need a solution option from PALM.	07/31/25	2/18/2025 Agency provided response to DFS request for what we need single pay for on. 04/24/2025 DFS did not address our request to use Single Payment Vouchers for consumer restitution and refunds. We have resubmitted the request.
Open	10/31/24		Critical - Impacts the abil	User Acceptance Testing	UAT scheduling conflict due to fiscal year transition.	Need PALM funding to support F&A consultants that will perform the duties of F&A FTEs during UAT.	04/01/25	Outstanding issue- 10/31/2024. It's a continuing concern-12/20/2024. 02/26/2025 We understand that there is a contract amendment to modify the dates but no official notification.

Open	04/09/25		Critical - Impacts the abil	Agency Business System	Manual payroll split for federal grants.	We are hopeful that the future tasks will allow us to rectify the issue	09/25/25	04/9/2025
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DLA Assumptions					
Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for March - April 2025
Processes	Processes will require modification to accommodate new roles	Logged	09/07/23	Finance & Accounting	no change
Data	Data field changes will impact systems	Logged	09/07/23	Finance & accounting, VANExt, EGrants, SQL reporting	no change
People Processes Technology Data	Final build is complete and available for UAT and Interface Testing	Logged	12/20/24	Finance & accounting, VANExt, EGrants, SQL reporting	New

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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DLA Status Report Confirmation			
Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
March - April 2025	Sabrina Donovan	sabrina.donovan@myfloridalegal.com	05/09/25
January - February 2025	Sabrina Donovan	sabrina.donovan@myfloridalegal.com	03/07/25