

RW Task Timeliness

Direct Impact Task Timeliness

Direct Impact Task Timeliness:

Score = 94.48%

Submitted On Time = 43

Submitted Late = 15

Pending Submission = 0

Other Task Timeliness

Other Task Timeliness:

Score = 81.75%

Submitted On Time = 68

Submitted Late = 35

Pending Submission = 0

RW Task Completeness

Direct Impact Task Completeness

Direct Task Completeness:

Score = 86.84%

Submitted Complete = 44

Submitted Incomplete = 5

Completed After Submission = 8

Other Task Completeness

Other Task Completeness:

Score = 84.13%

Submitted Complete = 54

Submitted Incomplete = 0

Completed After Submission = 21

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:

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

Unique Filled Role = 7

Duplicate Filled Role = 7

Vacant Role = 0

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	People	607	Update Training Plan	04/06/26	06/05/26	100% - Submitted	06/03/26		Submission Complete	
Direct	Data	713	Confirm Supplier Records	04/20/26	05/22/26	100% - Submitted	05/13/26		Submission Complete	
Direct	Data	698	Complete Data Cleansing in Preparation for Dry Run 2	04/20/26	06/17/26	100% - Submitted	05/20/26		Submission Complete	05/20/26
N/A	N/A	677	Submit Bimonthly Agency Readiness Status Report	05/01/26	05/11/26	100% - Submitted	05/08/26		Submission Complete	
Indirect	N/A	678	Submit Monthly Progress Report - Testing, Training	05/01/26	05/29/26	100% - Submitted	05/29/26		Submission Complete	
Indirect	Data	699	Maintain Configuration and Conversion Workbooks	05/01/26	05/29/26	100% - Submitted	05/27/26		Submission Complete	
Indirect	People	700	Maintain Role Mapping Worksheet	05/01/26	05/29/26	100% - Submitted	05/29/26		Submission Complete	
N/A	Processes	602	Update Agency Business Process Documentation	05/04/26	10/30/26	50% - In Progress				
N/A	People	604	Create Agency-Specific Learning Materials to Support End Users	05/04/26	10/30/26	50% - In Progress				
Direct	Data	701	Submit Configuration and Conversion Workbooks	06/01/26	06/17/26	100% - Submitted	06/17/26		Submission Complete	
Direct	People	702	Submit Role Mapping Worksheet	06/01/26	06/26/26	100% - Submitted	06/25/26		Submission Complete	
Indirect	N/A	679	Submit Monthly Progress Report - Testing, Training	06/01/26	06/30/26	100% - Submitted	06/30/26		Submission Complete	06/30/26
Indirect	N/A	619	Update Agency Readiness Certification #3	06/22/26	07/10/26	50% - In Progress				
Indirect	Technology	586	Create Agency Deployment Plan and Cutover Checklist to Prepare for Go-Live	06/29/26	09/11/26	25% - Beginning Initial Internal Meetings and Information Gathering				
N/A	N/A	680	Submit Bimonthly Agency Readiness Status Report	07/01/26	07/10/26	100% - Submitted	07/10/26			
Indirect	N/A	681	Submit Monthly Progress Report - Testing, Training, Cutover	07/01/26	07/31/26	25% - Beginning Initial Internal Meetings and Information Gathering				
Indirect	Data	703	Maintain Configuration and Conversion Workbooks	07/01/26	07/31/26	25% - Beginning Initial Internal Meetings and Information Gathering				
Indirect	People	704	Maintain Role Mapping Worksheet	07/01/26	08/21/26	25% - Beginning Initial Internal Meetings and Information Gathering				

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.

DCF 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
Open and Monitoring	04/24/26	07/09/26	Interface	Cycle 2 Interface	Stable	9 (High/High)	DCF has 2 remaining Cycle 2 interface test to be completed by end of reporting period.	Monitor weekly, escalate aggressively, document everything.	Compressed timeline may force elimination of other tasks.	This risk was reviewed and closed during this reporting period

				Testing Deadline in Jeopardy Due to PALM Support Response Delays			becompleted by end of April 2026 (PALM-mandated deadline). However, possible critical technical changes and remediations are pending with current ticket/inquiry response times averaging 2+ weeks. This response delay creates a critical path bottleneck that may prevent DCF from meeting the mandated testing deadline, despite DCF's readiness to proceed.	document everything, and protect DCF's accountability by building a clear audit trail of vendor delays.	edge cases, error handling scenarios, and volume testing	
Open and Monitoring	05/06/25		Agency Business System	Risk of not completing system development/remediation by deadline for interface testing approval, potentially resulting in exclusion from PALM end-to-end testing at a future date.	Increasing	6 (Medium/High)	The Florida PALM Project has imposed a deadline for agencies to identify and have in place the interfaces for systems that will connect to PALM. Risk of not completing system development/remediation by that deadline for interface testing approval, potentially resulting in exclusion from PALM end-to-end testing. Since many of the development teams that will address these builds and remediations are newly online, there is a high likelihood that work will not be completed by this deadline.	Avoid. Establish aggressive development milestones Increase development resources Weekly progress monitoring Early interface testing preparation Prioritize critical system components Regular communication with PALM project team Mock up files as if they were coming from our apps, for completion of April/May testing	Missing development deadlines can exclude the project from critical testing phases, impacting overall project success and delivery.	No comments to add this reporting period
Open and Monitoring	11/18/25		Business Process Change	Loss of Cross-Agency Payroll Processing Capability in PALM	Stable	6 (Medium/High)	DCF currently has the ability in FLAIR to process salary and OPS payroll payments for employees of other state agencies based on People First permissions. In PALM, this functionality will be restricted and DCF will only be able to issue payments for DCF employees, eliminating the cross-agency payroll processing capability that DCF currently provides.	Collaborate with PALM team to identify and implement a long-term solution that restores cross-agency payroll processing capability or establishes a sustainable alternative process.	Loss of Current Functionality: Elimination of established business capability that DCF performs for other state agencies. Workflow Disruption: Interruption to current payroll processing workflows for non-DCF employees. Service Impact: Potential service interruption for other state agencies that depend on DCF for payroll processing. Process Redesign Required: May necessitate establishment of new inter-agency coordination procedures and process changes. Relationship Impact: Could affect DCF's service relationships with other state agencies.	Ticket UAT0014047 has been opened with the PALM team.
Open and Mitigating	05/06/25		Agency Business System	Federal Grant System Integration Approval Requirements	Increasing	6 (High/Medium)	Potential delays or complications in obtaining federal approval for transition of GRANTS remediation/replacement when interfacing with Florida PALM versus current FLAIR system. This may impact federal grant management and reporting capabilities.	Mitigate. Early engagement with federal stakeholders Detailed documentation of PALM-GRANTS interface specifications Parallel testing of both systems during transition Regular status updates to federal authorities Contingency planning for extended approval timeline	Delays in approval can affect project timelines and funding, potentially jeopardizing project success.	Validation of our GRANTS short-term solution remains our biggest technical risk internal to DCF
Open and Mitigating	05/06/25		Business Process Change	If encumbrances are not accomplished in MFMP then sufficient budget may not be available for purchase even though purchase order is approved.	Increasing	6 (High/Medium)	DCF accumulates expenses that are payable from multiple fund sources (Federal, Grant, GF, etc). In FLAIR, encumbrances could be made against a single fund, regardless of whether or not that fund was sufficient to pay the obligations. When the expenses were realized, they were split across multiple funds to accumulate a sufficient amount. Since MFMP will budget check against PALM at the time of the encumbrance, a new business process will be needed to replace prior one.	Mitigate. Provide training and job guides to teach that budget check must be conducted before seeking purchase order approval.	Failure to accomplish encumbrances can lead to budgetary issues and financial mismanagement, affecting project funding and execution.	DCF has met with the project team and developed a mediation plan. The successful completion of Dry Run 3 loading will determine whether this risk materializes.
Open and Mitigating	06/22/26		Agency Business System	Incomplete or Inaccurate Mapping of PALM Outbound	Increasing	6 (High/Medium)	The Short-Term Grants solution has integration challenges because complete mapping between Florida PALM	Mitigate. Conduct working sessions with Florida PALM and Grants SMEs to identify all required outbound	Failure to fully map PALM outbound layouts to FLAIR formats could result in interface defects, inaccurate	During discussions regarding Short-Term Grants, questions were raised concerning existing documentation and alignment between PALM outbound layouts and FLAIR file formats.

				Layouts to FLAIR Formats for Short-Term Grants			outbound layouts and legacy FLAIR file formats have not been fully documented, validated, or approved. Unresolved data transformation requirements could impact interface design, testing activities, and financial data processing.	layouts and corresponding FLAIR formats. Develop and validate a field-level mapping document, document transformation rules and assumptions, and perform interface testing to identify data conversion issues.	financial data transmission, failed testing cycles, increased development delays, and potential disruption to Short-Term Grants operations.	Additional analysis and validation activities are being conducted by OITS PALM project developers with GRANTS SMEs.
Closed	05/06/25	05/07/26	Staffing/Resource Availa	Operational Staff Turnover - General	Stable	4 (Medium/Medium)	Personnel changes are an ever-present risk to the project.	Accept. Ensure job-specific processes are documented and generic enough to permit retraining of new incoming staff.	Similar to management turnover, this can cause delays in operations but can be managed with proper documentation and training.	No comments to add this reporting period
Open and Mitigating	05/06/25		Agency Business System	FL PALM's inclusion of Speed Keys, particularly with Enterprise Applications, can support current business processes that utilize Expansion Option with front end processing.	Stable	4 (Medium/Medium)	FL PALM's inclusion of Speed Keys, particularly with Enterprise Applications, may not be able to support current business processes that utilize Expansion Option with front end processing.	Mitigate. Adjust documentation where needed. If Speed Keys are not adopted such that they can support "front end processing" for "splits" then a new application must be made to act as a front end to conduct those operations.	Improper integration of speed keys can disrupt business processes, requiring additional resources to develop new applications and potentially causing delays.	No comments to add this reporting period
Closed	05/06/25	05/26/26	Agency Business System	Incomplete/Imp Current State Analysis	Stable	4 (Medium/Medium)	DCF's project strategy shifted after the due dates of several of the initial current state assessment tasks had lapsed. In light of this change, current state analysis has occurred on an evolving basis.	Mitigate. Due to change in implementation strategy and change in stakeholders, avoiding inconsistencies in current state analysis is unlikely. Remediation must take place when and where appropriate.	Misunderstanding the current state can result in flawed project planning and execution, leading to inefficiencies and potential project failure.	No comments to add this reporting period
Closed	05/06/25	05/07/26	Staffing/Resource Availa	Project Staff Turnover	Stable	2 (Medium/Low)	Personnel changes are an ever-present risk to the project.	Accept. Ensure project staff responsibilities are well defined and documentation is up-to-date	While manageable, staff turnover can lead to temporary disruptions in workflow and productivity. It may require additional resources for recruitment and training, impacting project costs and timelines.	No comments to add this reporting period
Closed	05/06/25	05/07/26	Business Process Chang	Operational Management Turnover - General	Stable	2 (Medium/Low)	Personnel changes are an ever-present risk to the project.	Accept. Ensure job-specific processes are documented and generic enough to permit retraining of new incoming staff.	Changes in operational management can lead to inefficiencies in process execution and decision-making. It may require time for new managers to adapt, potentially affecting project deliverables and stakeholder satisfaction.	No comments to add this reporting period

DCF Issues									
Status	Date Opened	Date Closed	Priority	Primary Issue Category	Issue Title	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments
Open	05/08/25		Critical - Impacts the ability of the agency to move forward with work without resolution	Agency Business System	Cost Allocation Not Available in PALM. (See attachments)	DCF is revisiting as plans for remediating internal applications for PALM. Several overtures have been made to PALM RA to communicate functional impacts to DCF processes and requesting one or more sessions with PALM technical and DFS F&A staff regarding DCF concerns.	On going pending SpeedKey and other conversation with Enterprise applications	08/28/26	No comments for this reporting period.
Open	05/08/25		Critical - Impacts the ability of the agency to move forward with work without resolution	Agency Business System	DCF's journal distribution process	Given information provided, DCF team has concluded there are 2 viable options: building a front end application to perform front end splits or utilize Speed Key functionality (amongst PALM and Enterprise Applications) to simulate splits. Further conversation will be had post Segment 4 as of 8/20.	As DCF is moving forward with reviewing and updating processes, we have several concerns related to the journal distributions which is a critical business process in DCF. We have sent the related concerns to the PALM team, conversations are on-going. Several of our updates are dependent on the concerns being addressed.	08/28/26	No comments for this reporting period.
Open	05/08/25		Critical - Impacts the ability of the agency to move forward with work without resolution	Agency Business System	Budget Funding Process since PTAXX cannot be loaded in FACTS.	DCF's project strategy shifted after the due dates of several of the initial current state assessment tasks had lapsed. In light of this change, current state analysis has occurred on an evolving basis.	Develop alternate budgeting process for TANF processing that estimates and budgets revenue per year.	08/28/26	No comments for this reporting period.
Open	05/08/25		High - Impacts the ability of the agency to meet deadlines or milestones	Business Process Chang	MFMP to PALM interface will not support more than 100 splits per invoice line item, some of our Collocated expenditures are expected to split to at least 500 lines, directly	Given information provided, DCF team has concluded there are 2 viable options: building a front end application to perform front end splits or utilize Speed Key functionality (amongst PALM and	Restructure invoices and implement manual processing in the short term Develop intermediate processing systems and request interface enhancements in the medium term	08/28/26	Florida PALM appreciates DCF's plan to update encumbrance details in MFMP before the 09/05 09/06 data refresh (as of COB 09/04). This will help clarify the complexity of converting/loading live data into the UAT environment for Dry Run 3 and help determine DCF's approach for migrating encumbrances into Florida

					impacting our ability to utilize that enterprise business system.	Enterprise Applications) to simulate splits. Further conversation will be had post Segment 4 as of 8/20.	System integration improvements and potential accounting structure redesign for the long term		PALM. To validate the chosen path end-to-end, Florida PALM requires the ultimate decision to be made prior to Dry Run 4; the Dry Run 4 data refresh; which is scheduled for 10/24 (as of COB 10/23/09/21. As a reminder, this will require Fiscal Year 2026-27 Purchase Orders to be updated in MFMP which will create them in Departmental FLAIR to be available in our data for the POC001 Encumbrance conversion.
Closed	05/08/25	05/26/26	High - Impacts the ability of the agency to meet deadlines or milestones	Deployment/Cutover	Agency often experiences delays between requests for meetings and other communication with various PALM teams and acknowledgement of these requests.	PALM RCs are placed between agencies and SMEs on various topics. This has proven to cause confusion and miscommunication on several occasions.	Continue to submit requests and follow-up with RCs to ensure message is received and appropriate prioritization occurs.	08/28/26	No comments to add this reporting period
Closed	05/08/25	05/26/26	High - Impacts the ability of the agency to meet deadlines or milestones	Conversion/Configuration	Staffing challenges in General Services are presenting difficulties with readiness workplan tasks related to assets, leading to voids in data migration.	DCF's project strategy shifted after the due dates of several of the initial current state assessment tasks had lapsed. In light of this change, current state analysis has occurred on an evolving basis.	Meet with impacted stakeholders to create strategy for resolving personnel and training shortfalls.	08/28/26	No comments to add this reporting period
Open	04/22/26		High - Impacts the ability of the agency to meet deadlines or milestones	Agency Business System	PALM ProcessID Length Change Requires Outbound File Naming Convention Rework	PALM changed documentation regarding the length of the ProcessID field in the outbound file naming convention. This late-stage documentation change requires rework of DCF's already-developed interface file naming logic across multiple business systems. Impact Systems Affected: All DCF business systems with outbound interfaces to PALM Code Rework Required: File naming logic must be modified and retested Testing Impact: Additional test cycles required to validate new naming convention Timeline Impact: Delays interface testing completion and increases risk to April 30 Cycle 3 deadline Documentation Impact: DCF technical documentation and runbooks require updates	DCF Actions: Identify all affected outbound interfaces and systems Update file naming logic code in all affected systems Modify test scripts and validation logic Update technical documentation and operational runbooks Retest all affected interfaces with new naming convention Obtain PALM validation of corrected file naming PALM Actions Required: Provide final, authoritative ProcessID length specification Confirm no additional file naming convention changes pending Validate DCF's corrected file naming samples Update all PALM documentation consistently	10/15/26	No additional information to report this period

DCF Assumptions					
Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for May - June 2026

Agency Sponsor Confirmation

Fields marked with an asterisk (*) are required.

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 *

Submit

DCF Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2026	Chad Barrett	chad.barrett@myffamilies.com	07/10/26
March - April 2026	Chad Barrett	chad.barrett@myffamilies.com	05/08/26
January - February 2026	Chad Barrett	chad.barrett@myffamilies.com	03/09/26