# Agency and Contact Information

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| --- | --- |
| **Agency Name***(Name of the responding Agency)* | |
|  | |
| **Agency Point of Contact Information** *(One point of contact)* | |
| Name |  |
| Title |  |
| Email Address |  |

# Instructions

Following participation in the Module Workgroup sessions for Accounts Payable (AP), Purchasing (PO), General Ledger (GL), Accounts Receivable (AR), Billing (BI), and Cash Management (CM) each agency is expected to determine if there are obstacles that may prohibit the adoption of each module functionality and begin documenting the obstacles on this template.

Respond yes or no if you have obstacles to using any of the modules. If you answer yes, please explain your obstacles.

# Agency Feedback on Florida PALM Functionality

| Accounts Payable (AP) |
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| The Accounts Payablemodule is responsible for tracking and managing suppliers, voucher invoices and payments.  Have obstacles to using Florida PALM functionality for AP been identified? Y/N |
| *If yes, please explain:* |

| Purchasing (PO) |
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| The Purchasing module will allow agencies to create encumbrances within Florida PALM via the purchase order functionality. This will allow agencies to maintain and monitor encumbrances or facilitate encumbrances interfaced from MFMP or your agency business systems.  Have obstacles to using Florida PALM functionality for PO been identified? Y/N |
| *If yes, please explain:* |

| General Ledger (GL) |
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| The General Ledger module is the repository for the financial transactions from all source modules. It also maintains the Chart of Accounts.  Have obstacles to using Florida PALM functionality for GL been identified? Y/N |
| *If yes, please explain:* |

| Accounts Receivable (AR) |
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| The Accounts Receivable module is used to record deposits, process customer payments, and manage customer invoices.  Have obstacles to using Florida PALM functionality for AR been identified? Y/N |
| *If yes, please explain:* |

| Billing (BI) |
| --- |
| The Billing module is used for managing customer invoices and creating correspondence.  Have obstacles to using Florida PALM functionality for BI been identified? Y/N |
| *If yes, please explain:* |

| Cash Management (CM) |
| --- |
| The majority of the Cash Management module was implemented at the CMS Wave launch in July 2021. Manage Revolving Funds (80.2.7) process will be new functionality at the Financials Wave.  Have obstacles to using Florida PALM functionality for BI been identified? Y/N |
| *If yes, please explain:* |

Be prepared to discuss any obstacles your agency identified as prohibiting adoption of Florida PALM modules functionality with your Readiness Coordinator during the monthly touchpoint. Submit this to [FloridaPALM@myfloridacfo.com](mailto:FloridaPALM@myfloridacfo.com) by November 12, 2021.