

### GMC001 – Grants

GMC001 is needed to convert active grants to Florida PALM. Grant Life-to-Date balances will not be converted to Florida PALM.

Review the Mock Conversion 2 results for GMC001, which includes data as of March 1, 2025. Validate the active grants listed and address errors by updating records in FACTS. The most common errors and the recommended action to address errors are provided in the table below. If you do not want the grant converted, you must inactivate in FACTS or FLAIR, as applicable.

**NOTE:** FACTS exempt agencies (DACS, DLA, and LEG) must correct errors in FLAIR. All other agencies will correct errors in FACTS.

Table 1: GMC001 Common Errors and Recommended Action

Common Error Messages in Error File	Recommended Action in FACTS or FLAIR
Required Field Grantor ID is missing	Add a valid Vendor ID (use the Mock Conversion 2 Supplier Crosswalk for reference)
Invalid Grantor ID for Grant	<p>If the Grantor is another state agency, the Project will implement a fix for future conversion to update the supplier record by removing the confidential flag.</p> <p>Agencies must verify all remaining information on the record, including ensuring the ALN and CSFA, if applicable, is a valid Florida PALM value, and that the Grant Start date is before the Grant End Date. This will ensure the record does not error out in future conversions for any other reason. No other action is needed by the Agency for this error.</p> <p>If the Grantor is not another state agency, update the Grantor ID in FACTS and FLAIR to the correct FLAIR Vendor ID to a non-confidential grantor.</p>
Invalid value ALN provided for field ALN	Determine if the grant needs to be inactivated or if the ALN value should be updated for the grant record
Invalid value CSFA provided for field CSFA	Determine if the grant needs to be inactivated or if the CSFA value should be updated for the grant record
Grant Amount should be greater than zero	Add a valid grant amount greater than zero or make Grant ID inactive
Required Field Grant Amount is missing	Add a valid grant amount greater than zero or make Grant ID inactive
Start Date cannot be greater than End Date	Update start date and end date or make Grant ID inactive

**NOTE:** Grant amount should not equal zero. A Grant Balance can be zero once the Grant Amount minus all expenses is equal to zero, but the Grant Amount is the original amount of the grant.

**NOTE:** CSFA and ALN values that are valid in Florida PALM are available for review in the Knowledge Center. CSFAs must have been certified and included in the catalog for FY2,3 FY24, and FY25 to be configured in Florida PALM. ALNs must have been included in the active value list provided by sam.gov as of 12/01/2024. If the agency is receiving an error for a value added to either catalog after 12/01/2024, they can ignore as the configuration will be updated to include these new values for the next Mock Conversion.

**NOTE:** If the Grant Record has an invalid ALN, it is likely that the grant should be closed in FACTS and inactivated in FLAIR.

Agencies can direct all data clean up questions to [DFSFinancialEd@MyFloridaCFO.com](mailto:DFSFinancialEd@MyFloridaCFO.com) to reach the FLAIR data cleanup team.