

The slide features a white background with a dark blue footer. In the top right corner, there is a circular icon containing a clipboard and the text 'Commitment Control'. The main title 'MODULE WORKGROUPS' is centered in a large, bold, dark blue font, with 'COMMITMENT CONTROL' centered below it in a smaller, grey font. The footer contains the Florida State Seal on the left, the FloridaPALM logo and tagline 'Planning, Accounting, and Ledger Management' in the center, and 'Commitment Control' and the date '11/2/2021' on the right.

**NOTES:**

House Keeping and GoToWebinar Logistics

- Question Box
- Recording session to be posted on the website

The slide features a white background with a dark blue gradient at the bottom left. In the top right corner, there is a circular icon containing a document with a checkmark, labeled 'Commitment Control' and the number '2'. The main title 'COMMITMENT CONTROL (KK)' is centered in a large, bold, dark blue font, with 'KICKOFF' in a smaller, grey font below it. At the bottom right, the FloridaPALM logo is displayed, including the text 'FloridaPALM', 'Planning, Accounting, and Ledger Management', and 'Commitment Control 11/2/2021'. A small seal is visible in the bottom left corner of the slide area.

**NOTES:**

- Module Workgroup Kickoff on August 31 introduced the different modules
- A module is a segment within Florida PALM that performs specific business functions
- Modules reflect what is seen in the Florida PALM system and where transactions are completed

## Kickoff Agenda

- ▶ Schedule
- ▶ Module Introduction
- ▶ Module Sneak Peak
- ▶ Tools
- ▶ Action Items/Look Ahead



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**NOTES:**

- Schedule – Workgroup session schedule and identify which business processes will be discussed at each session
- Module Introduction – highlighting the specific functionality taking place in each module
- Sneak Peak – screenshots of the some of the screens used in the modules
- Tools – Study Guide and Pathfinder
- Action Items/Look Ahead – how to prepare to participate in Module Workgroup sessions and begin business and technical transformation

## Commitment Control Schedule


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Session	Date	Time
<b>Kickoff</b>	<b>Tuesday, 11/02</b>	<b>10:00 a.m. - Noon</b>
Session 1	Tuesday, 11/09	1:00 - 3:00 p.m.
Session 2	Thursday, 11/18	10:00 a.m. - Noon
Wrap up	Tuesday, 11/30	1:00 - 3:00 p.m.





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**NOTES:**

- Schedule – the number of sessions and the dates

## Commitment Control (KK) Introduction



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- ▶ Commitment Control ledger is integrated with the General Ledger and enables budget rules to control and track cash, expenditures, and revenues.
- ▶ Commitment Control Ledger maintains appropriations, releases, reserves, and Fund cash by which budgetary and financial controls will be managed and financial transactions tracked and recorded.
- ▶ Agencies will record allotments and revenue estimates within the Commitment Control Ledger.



### NOTES:

**Commitment Control (KK)** represents the PeopleSoft terminology for budgetary accounting.

Commitment control is integrated with the General Ledger and enables budget rules to control and track cash, expenditures, and revenues. Commitment Control Ledger maintains appropriations, releases, reserves, and Fund cash by which budgetary and financial controls will be managed and financial transactions tracked and recorded.

Agencies will record allotments and revenue estimates within the KK Ledger

## Commitment Control

### Key Benefits

- ▶ Florida PALM KK Business Processes:
  - Control and track budgets
  - Budget using Allotments
  - Configure multiple budget ledgers



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#### NOTES:

In Florida PALM the Commitment Control module provides many key benefits.



- The ability to **control and track budgets** and this is referring to Budget and Cash Checking. More detail on the two to come in our workgroup sessions.
- **Budget using allotments** to meet the needs of agencies. This is not a new concept, like today you will be able to set up allotments for your agencies.
- Florida PALM will use **multiple budget ledgers**. Some of you may be familiar with CC\_Invest ledger. The CC\_invest ledger is the budget structure that holds the invested balances for agencies. Currently for the CMS Wave it is used for disinvestments and at Financials Wave it will also be used for investments. Likewise at Financials Wave we have additional budget ledgers and we will introduce them in the upcoming sessions.

## Commitment Control Module Functionality



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- ▶ Florida PALM provides the following functionality:
  - Appropriation control at the ChartField value level
  - Cash control at the Fund ChartField value level
  - Budgetary Accounting
  - Reporting



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**NOTES:**

- **Appropriation control at the ChartField value level**

Like today Appropriations will be received and posted to KK at the fund, BE and Category level. This provides another layer of control for agencies when users enter transactions.

- **Cash Control at the Fund ChartField value level**

Cash is checked and tracked using the Business Unit, Fund and the associated attributes. You will hear more about these two topics during the workgroup sessions.


- **Budgetary Accounting**

Addresses processing budget journal entries (i.e. Allotments and Revenue Estimates)

- **Reporting**



The Commitment Control module includes key reports, which includes the Budget Overview, Budget Detail, Log Activity, and other online inquiry screens which display and enable drill down capability to view summarized and detailed information regarding individual budget journal lines, source transactions, and budget exceptions.

## Commitment Control Business Process Activity



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- ▶ Florida PALM KK Business Processes:
  - Enter and Process Budget Journals
  - Budget Execution and Management
  - Manage Cash Checking
  - Perform Budget Close



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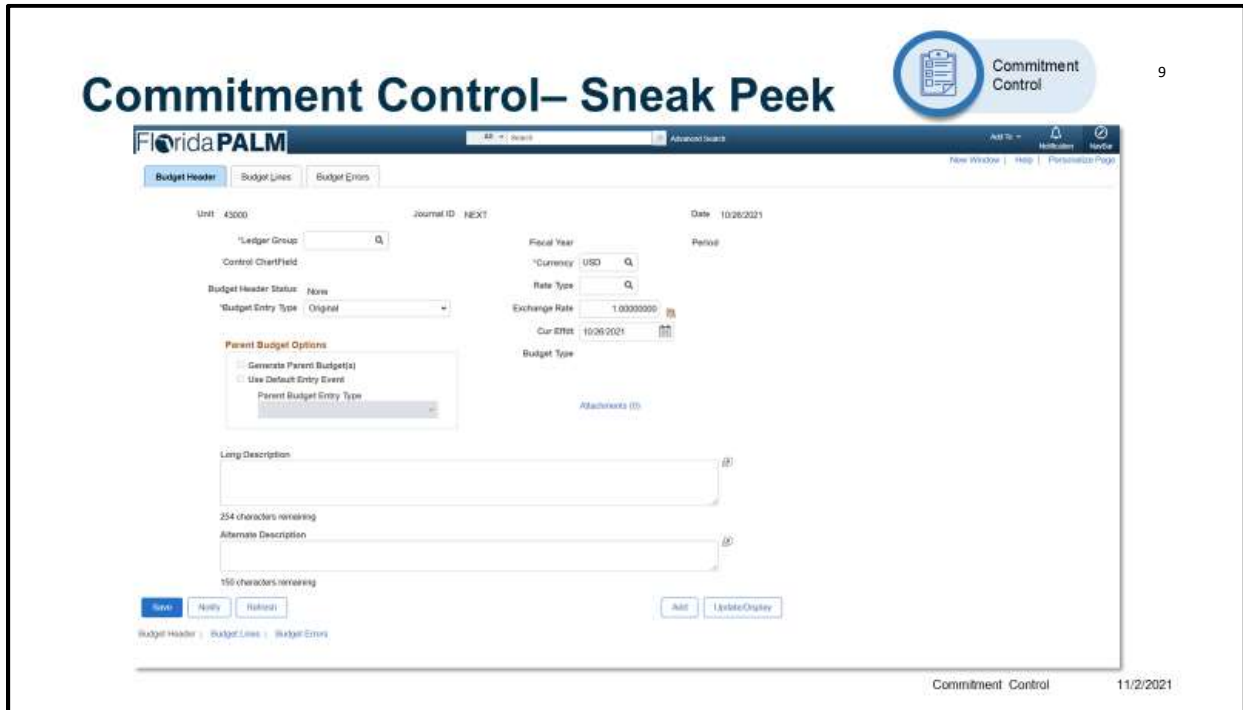
**NOTES:**

Business process activity with Commitment Control, or KK. This is the budget module within Florida PALM. It is the tool used for agencies to monitor and manage their budget.

- **Enter and Process Budget Journals** - Addresses how LAS/PBS appropriations data files are transferred to Florida PALM, the daily reconciliation of Florida PALM and LAS/PBS ledgers, the creation of agency allotments, and the recording of estimated revenue.
- **Budget Execution and Management** – the configuration of Florida PALM determines if a transaction is subject to budget check. The budget check process in Florida PALM compares the source transaction to available appropriations, releases, and reserves. This process will address how balances will be checked for transactions disbursing cash from trust funds or General Revenue (GR) as the disbursements are generated. This includes validating cash is sufficient for vouchers prior to the creation of payments or for journal entries prior to those entries posting to the General Ledger (GL).
- **Manage Cash Checking (80.1.1)**- This Manage Cash Checking business sub-process addresses how balances will be checked for transactions disbursing cash from Trust Funds as the disbursements are generated. This includes validating cash is sufficient for vouchers prior to the creation of payments or for journal entries prior to those entries posting to the GL.



- **Perform Budget Close** – Addresses the processes to perform Carry Forward and Certified Forward activities in Florida PALM to support the close-out of appropriations.



**NOTES:**

**Budget Journal entry page**

Use the Budget Header page tab to enter budget header information, such as the business unit, journal ID, journal date, Commitment Control ledger group, budget entry type, and currency. Also attach supporting documents to the control budget journal.

## Commitment Control– Sneak Peek


Commitment Control

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The screenshot shows the 'Budget Lines' tab in the FloridaPALM system. At the top, there are tabs for 'Budget Header', 'Budget Lines', and 'Budget Errors'. The 'Budget Lines' tab is active, showing a form for entering journal entries. The form includes fields for 'Unit' (43000), 'Journal ID' (NEXT), 'Date' (10/06/2021), and 'Budget Header Status' (None). Below this is a table for 'Lines' with columns for 'Delete', 'Line', 'Ledger', 'SpeedType', 'Fund', 'Set Options', 'Currency', and 'Amount'. A single line is visible with 'Line' value '1' and 'Ledger' value 'C\_INVEST\_B'. At the bottom, there is a 'Totals' section showing 'Total Lines: 1', 'Total Debits: 0.000', and 'Total Credits: 0.000'. Navigation buttons like 'Process', 'Add', and 'Update/Display' are also present.

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**NOTES:**

**Budget Journal entry page**

Use the Budget Lines tab to enter the transaction lines making up the journal, which include the monetary and statistical amounts and the ChartField values for each transaction. Once you enter the header and lines, you can request journal processing on this page.



The slide is titled "Commitment Control Tools" and features two main icons: "Study Guide" (a person reading a book) and "Pathfinder" (a hiker with a backpack and cane). A "Commitment Control" icon is in the top right, and the FloridaPALM logo is in the bottom right. The slide number "11" is in the top right corner.

**NOTES:**

Study Guide –

- Workgroup Goal
- Agenda and Schedule
- Pre-Session Review Materials
- Catalog of Conversions
- Catalog of Interface Offerings
- Conversion Approach
- Data Dictionary
- Interface Approach
- Standardized Business Process Models
- Reports Catalog

Pathfinder

Questions to Ask Your Team

- Preparation
- Business System
- Change Impacts

## Commitment Control Action Items



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- ▶ Review the study guide resources
- ▶ Review D66 – Chart of Accounts
- ▶ Business Process Model Video
- ▶ Identify questions that will help you understand the business process models to be discussed and how they will influence and inform your agency's business processes and business systems
- ▶ **Register for workgroup sessions**




### NOTES:

- Prepare for the Module Workgroup Session
- Send the right people
- Register for sessions

## Session 1 Look Ahead


- ▶ Tuesday, 11/09 1:00 – 3:00 p.m.
- ▶ Business Process Models


Business Processes	Business Subprocesses
20.2 Budget Execution and Management	20.2 Budget Execution and Management
80.1 Manage Cash Checking	80.1.1 Manage Cash Checking



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**NOTES:**

Two business process models and the sub processes within each and any changes that were made in preparation for the Financials Wave launch.

- **20.2 Budget Execution and Management**
- **80.1 Manage Cash Checking**

Prepare for the session by reviewing the:

- Pathfinder - helps to identify current related activities that will be discussed
- Standardized Narratives and Flows - helps understand the functionality within the module and when transactions will occur during the process
- Updated Narratives and Flows

## CONTACT INFORMATION

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### NOTES:

- This is not training.
- Come prepared to actively participate
- Email questions to Florida PALM