

Change Request Information <i>(completed by PCR Requestor)</i>			
Requested by		Submitted By	
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Title	Florida PALM Functional Architect	Title	Application Development Lead
Requesting Department Name	Department of Financial Services	Date Requested	1/24/2023
PCR Need Description <i>(Include description of by, why it is needed, how it was discovered)</i>	<p>Background</p> <p>As part of the Florida PALM month end close process, the Division of Treasury (Treasury) and Division of Accounting and Audit (A&A) have roles to review transaction data in Florida PALM to ensure transactions have completed their life cycle and accounting entries have been posted to the General Ledger. In addition, a process is run monthly to reconcile transactions between Florida PALM and Central FLAIR. Lastly, Treasury and A&A use information from both systems to reconcile Florida PALM cash balances with Central FLAIR.</p> <p>At CMS Wave, the Balance Summary Register (GLR150) report was built to identify Florida PALM general ledger cash balances, support external reconciliations, and support Treasury in creating the Governor's Reports.</p> <p>The Florida PALM Chart of Accounts structure and attribute classifications allow cash transactions to be identified appropriately for most reporting needs. However, certain cash transactions are not able to be classified at a level of granularity necessary to identify specific reporting information required for Treasury cash-basis reporting.</p> <p>To support streamlined cash reconciliation and reporting activities, a cash reporting solution (GLE009) was established, that allows cash transactions to be systematically assigned appropriate reporting categorizations (PCR-92-CMS Enhancements Part 4), thus providing a single source to create the Balance Summary Register (GLR150) report.</p> <p>As a result, Treasury requested an enhancement to modify the Balance Summary Register (GLR150) report to extract the General Revenue, Trust Funds, and Budget Stabilization Fund cash balances by State Fund Indicator for verified receipts, interunit receipts, verified disbursements, and interunit disbursements from the Cash Reporting Solution (GLE009) table instead of extracting it from multiple tables, i.e., General Ledger, AP/Treasury Sub Ledger.</p> <p>The following provides additional details regarding the requested enhancements:</p> <ul style="list-style-type: none"> • Rename the report as 'Treasury Cash Balances Report' instead of 'Balance Summary Register Report'. • Rename the menu item on the Florida PALM reports menu, i.e., Treasury Cash Balances Report. • Create a custom run control page with the following data parameters to drive the data selection criteria: <ul style="list-style-type: none"> ○ Fiscal Year ○ Accounting Period ○ Include Adjustment Period checkbox • Create a custom program to select the report data from the Cash Reporting Solution (GLE009) table. <p>Deliverables and Deliverable Acceptance Criteria No new deliverables are created for this PCR</p>		

Business Benefit/ Justification <i>(Provide the tangible/intangible value(s) that support the for the Project's goals)</i>	Modifying the Balance Summary Report (GLR150) will allow Treasury and A&A to support timely completion of Florida PALM and Central FLAIR cash reconciliation and generate timely cash reports (e.g., Governor's report).		
Implications of Not Making the Change <i>(If we do nothing, what is our "Impact Prediction" to the project in terms of risk or issue)</i>	Treasury and A&A would continue to manually categorize, reconcile, and report cash balances by running various individual queries to identify the classification that is not directly identified. These manual activities may cause downstream delays in Florida PALM month end activity and statutory reporting.		
Project Goals <i>(Please choose all that apply)</i>	Goal		
	<input checked="" type="checkbox"/>	Reduce the State's risk exposure by harnessing modern financial management technology built on the premises of scalability, flexibility, and maintainability	
	<input type="checkbox"/>	Improve state and agency specific decision making by capturing a consistent and an expandable set of data	
	<input type="checkbox"/>	Improve the State's financial management capabilities to enable more accurate oversight of budget and cash demands today and in the future	
	<input checked="" type="checkbox"/>	Increase internal controls by enabling standardization and automation of business processes within and between DFS and agencies	
Initial Review <i>(completed by PMO Team)</i>			
PCR Title	98		
Initial Review Date	3/3/2023	PCR ID	GLR150__Balance Summary Register Report
PCR Historical Information <i>Please enter the following IDs from the Project SharePoint logs (when applicable)</i>			
Decision ID	Enter Decision ID	Decision Name	Enter Decision Name
Risk ID	Enter Risk ID	Risk Name	Enter Risk Name
Issue ID	Enter Issue ID	Issue Name	Enter Issue Name
Impact Analysis <i>(completed by Florida PALM Project team members)</i>			
PCR Analysis Resources	Name		Role
	Jennifer Reeves		Reporting Architect
	Deana Metcalf		Functional Architect
	Blake Goodwin		Financial Advisor
Kurt Meisner		Application Development Lead	
Tier Specification	<input checked="" type="radio"/> Tier 1 (Project Director Approval Required) <input type="radio"/> Tier 2 (ESC Approval Required)		
Scope	Changes that do not relate to additions or deletion of Business Requirements	Addition or deletion of Business Requirements	
Schedule	Changes not associated with Major Project Deliverables or Go/No-Go Decision due dates	Changes to Major Project Deliverables or Go/No-Go Decision due dates	
Cost	Changes within budgeted Spend Plan categories and no overall Project cost overrun	Results in request for funds from the Legislative Budget Committee (LBC)	
Alternatives to Making the Change <i>(Describe solution options to fulfilling the change request)</i>	Viable		
	<input type="radio"/> Yes <input checked="" type="radio"/> No		
Risk(s) Associated with Making the Change	Risk Category		
	Select		
	Select		

