

FloridaPALM

Planning, Accounting, and Ledger Management

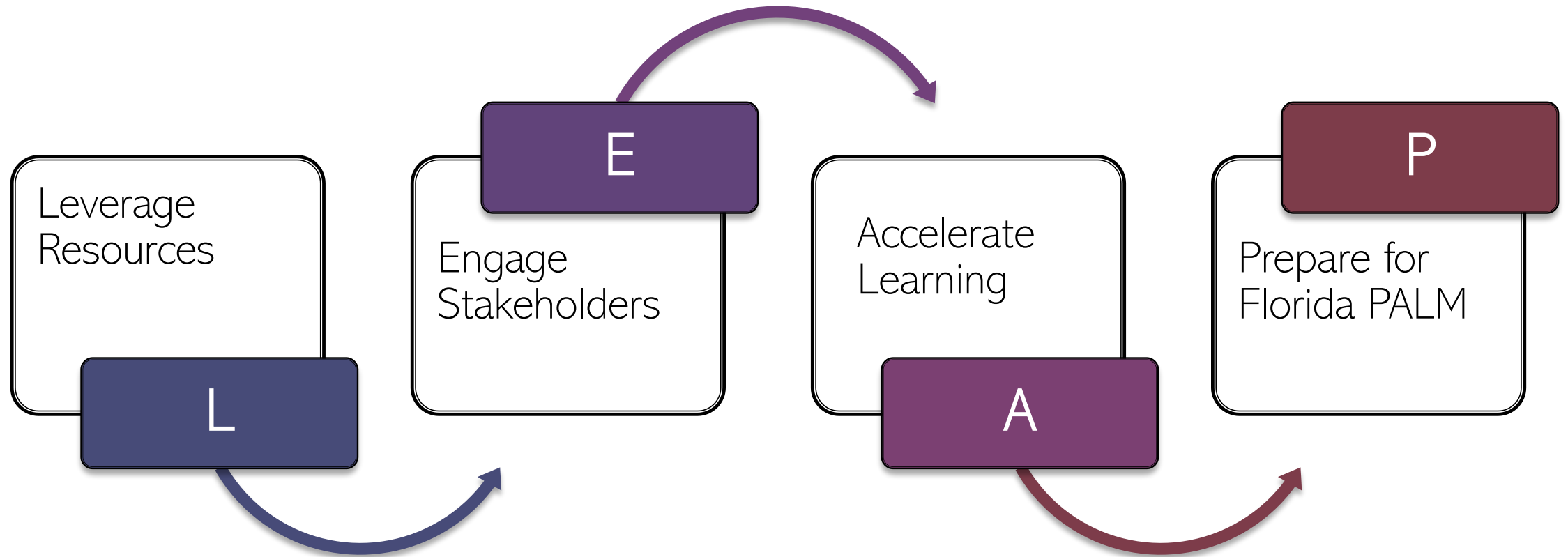


CHANGE CHAMPION NETWORK TOWN HALL

FEBRUARY 29, 2024



How Will You LEAP This Year?



CCN Town Hall Agenda



Strategies for Staying on Track

- How Tasks Build
- Journey to Milestones
- Understanding Florida PALM Design
- Risks of Not Keeping Up



Everyone Plays a Part

- CCN Pulse Survey
- Importance of CCN Roles and SMEs
- Change Management
- Agency Exchange: DEP



Engaging Managers of End Users

- Why It Is Important
- Early Engagement
- Tips to Engage and Empower

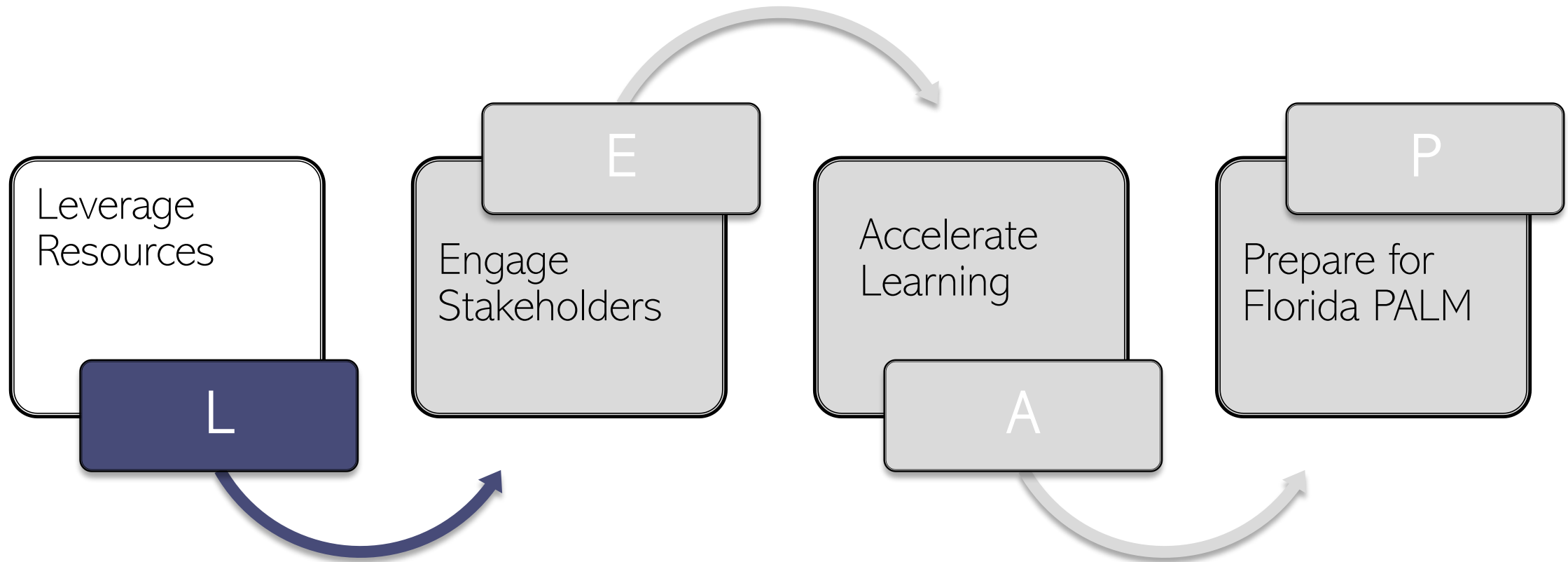


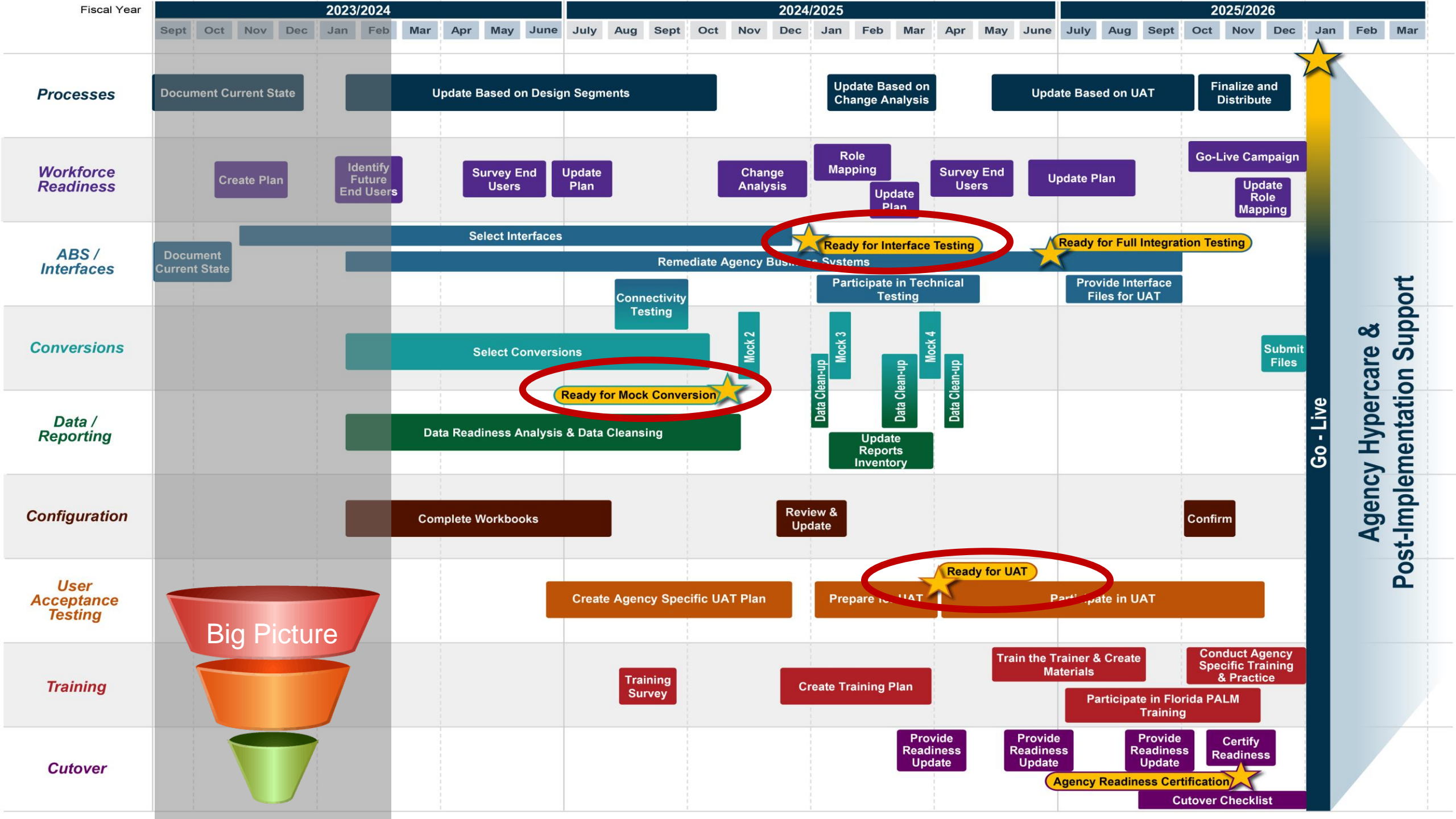
Learning Now

- Practical Training Tips
- Knowledge Center
- Agency Exchange: FDC



STRATEGIES FOR STAYING ON TRACK





Strategies for Staying on Track

Journey to Key Milestones

- Select Conversions
- Analyze Data Readiness and Clean Up Data



Mock Conversion(s)
Begins in November 2024

- Select Interfaces
- Update Business System Designs
- Build and Unit Test Business Systems



Interface Testing
Begins in January 2025

- Create UAT Plan
- Change Analysis
- Update Processes
- Provide Configuration Values
- Role Map End Users
- Remediate Agency Business Systems
- Cleanup / Maintain Data
- Prepare SMEs

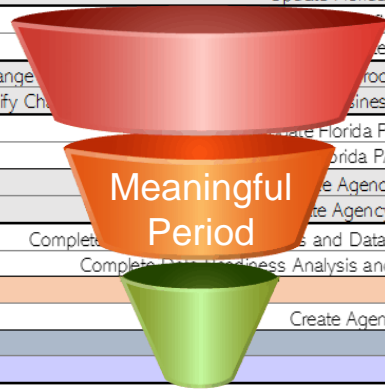
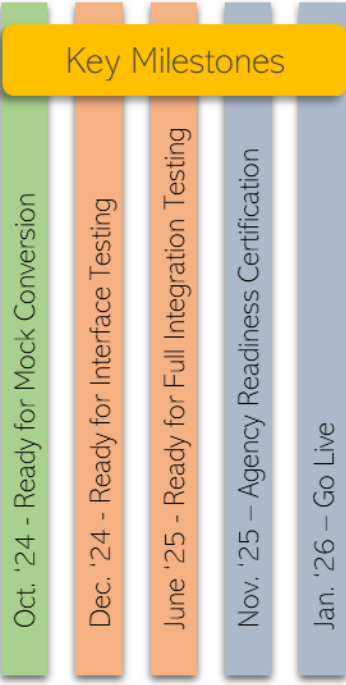
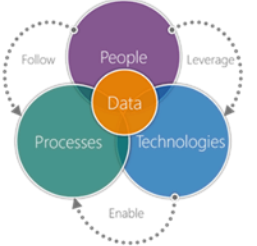


User Acceptance Testing
Begins in April 2025

Agency Readiness Activities

Fiscal Year 2023/2024												
Readiness Task	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
AGENCY CURRENT STATE ANALYSIS												
Complete Reports Inventory	4/3-7/28											
Update Current State Agency Business System Inventory and Documentation		3/13-10/27										
Document Current Agency Business Processes			7/31-12/15									
AGENCY TRANSFORMATION PLANNING												
Create Agency Specific Project Charter					10/2-12/15							
Create Agency Specific Implementation Schedule					10/9-12/15							
Create Agency Specific Risks and Issues Management Plan					10/9-12/15							
Create Workforce Readiness Plan					10/16-12/15							
Update Workforce Readiness Plan												6/17-8/2
Review Payroll Wave Business Process Models					11/6-1/26							
Identify Future Florida PALM End Users							1/16-3/1					
Complete and Submit End User Readiness Survey Analysis										4/15 - 6/14		
AGENCY & ENTERPRISE SYSTEM BUILD												
Update Agency Business System Documentation for Segment I					10/30-1/12							
Update Agency Business System Documentation for Segment II							1/29-4/12					
Update Agency Business System Documentation for Segment III									4/29-7/12			
Update Florida PALM Interface Inventory for Segment I				10/30-1/12								
Update Florida PALM Interface Inventory for Segment II							1/29-4/12					
Update Florida PALM Interface Inventory for Segment III									4/29-7/12			
Configure Workbooks for Segments I and II							1/29-4/12					
Configure Workbooks for Segment III									4/29-5/31			
Identify Change Process Documentation for Segments I and II							1/29-4/12					
Identify Change Process Documentation for Segment III									4/29-7/12			
Create Florida PALM Conversion Inventory for Segment II							1/29-4/12					
Create Florida PALM Conversion Inventory for Segment III									4/29-7/12			
Configure Agency Business Systems Based on Segment I							1/29-6/28					
Configure Agency Business Systems Based on Segment II									4/29-9/27			
Complete Data Readiness and Data Cleansing Activities for Segments I and II							1/29-4/12					
Complete Data Readiness and Data Cleansing Activities for Segment III									4/29-7/12			
AGENCY & ENTERPRISE TESTING												
Create Agency Specific User Acceptance Testing Plan												6/17-12/13
AGENCY TRAINING AND GO LIVE READINESS												
AGENCY UTILIZATION OF FLORIDA PALM												

We are here



Ongoing management and update

Segment I Design Workshops

Segment II Design Workshops

Segment III Design Workshops

Segment IV Design Workshops

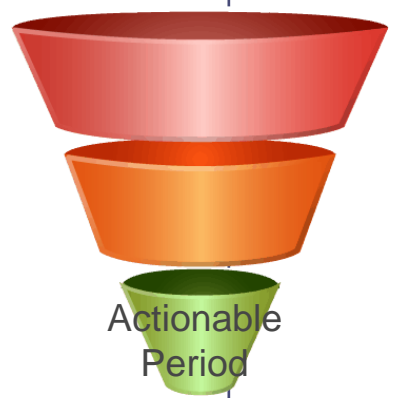
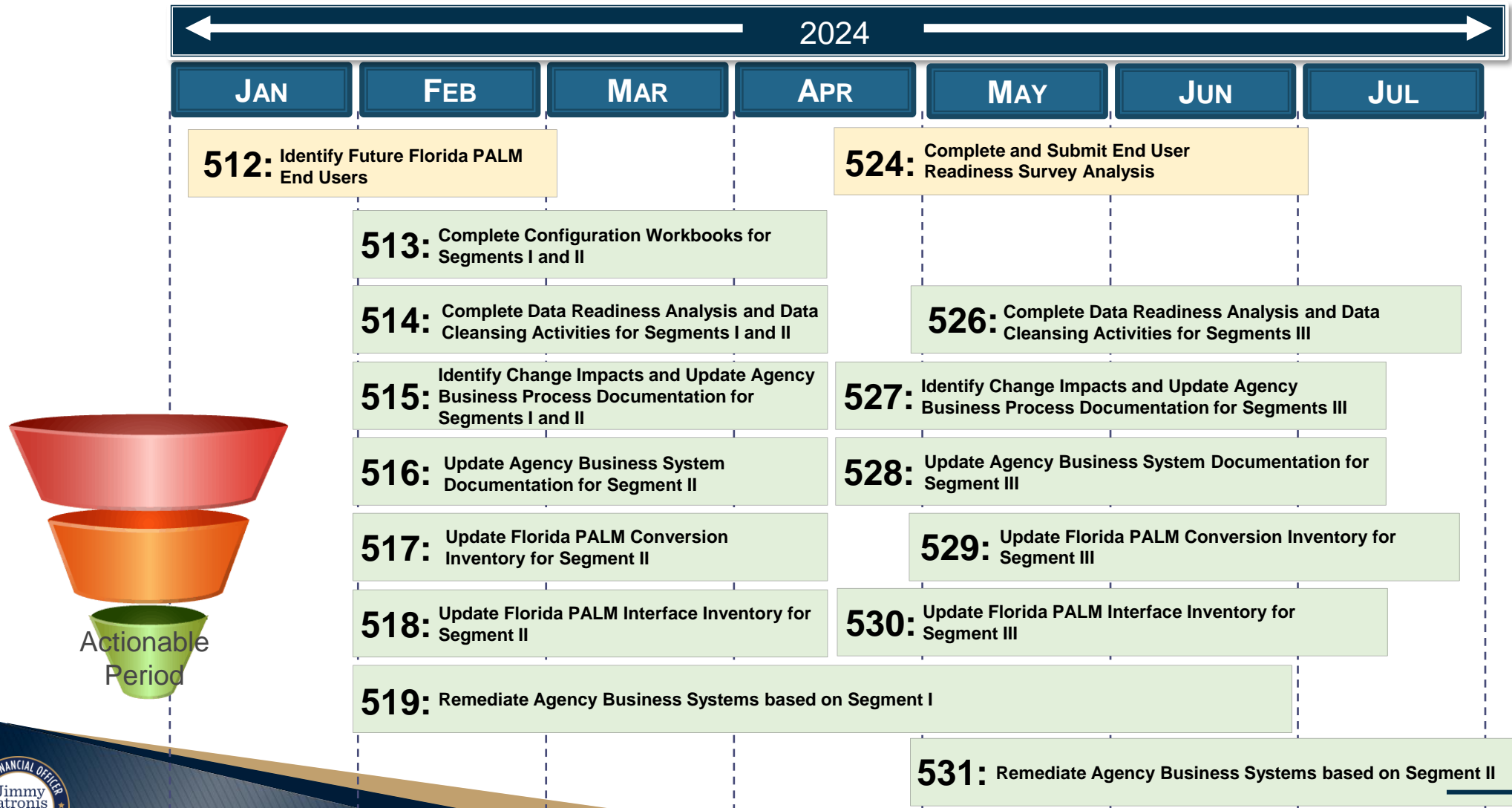
July - September



daPALM
Planning, Accounting, and Ledger Management

Strategies for Staying on Track

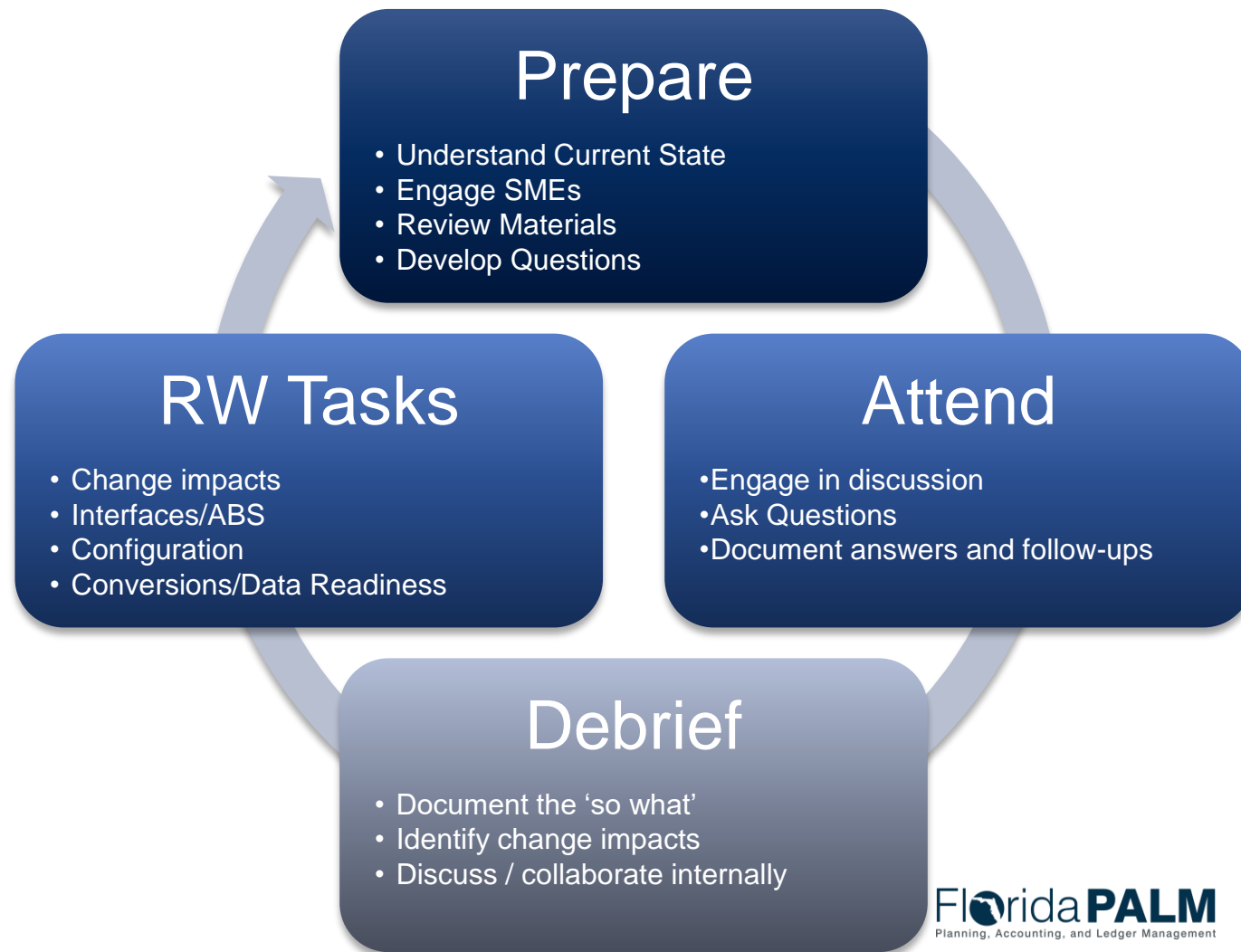
Final Half of FY 2023/2024



Strategies for Staying on Track

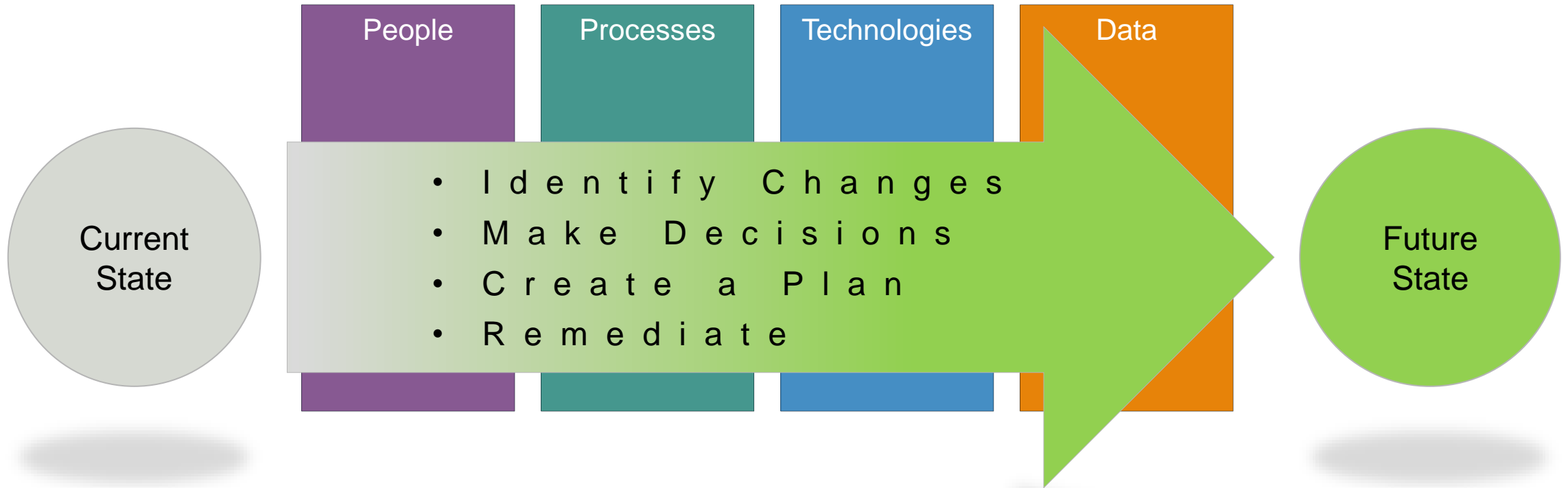
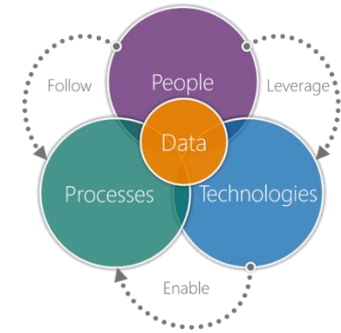
Understanding Florida PALM Design

- ▶ Segments III and IV are coming up in March/April and July – September
- ▶ The circle of agency engagement (SMEs) is growing
- ▶ Year end is fast approaching
- ▶ Making the most of your agency's time commitment is critical – No time for re-work



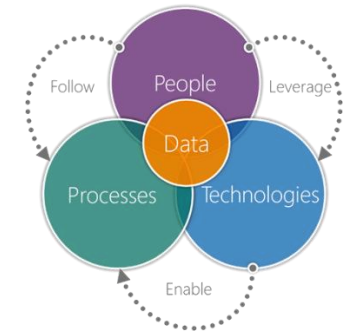
Strategies for Staying on Track

Applying What You Know or Learned



Strategies for Staying on Track

Potential Risks



People

Missed end user identification

End users not prepared for UAT/Training

Processes

Critical processes not considered/not remediated

Unable to test processes in UAT

Technologies

ABS not ready to test with Florida PALM, unable to interface at go-live

Manual processing required at go-live

Data

Missed codes

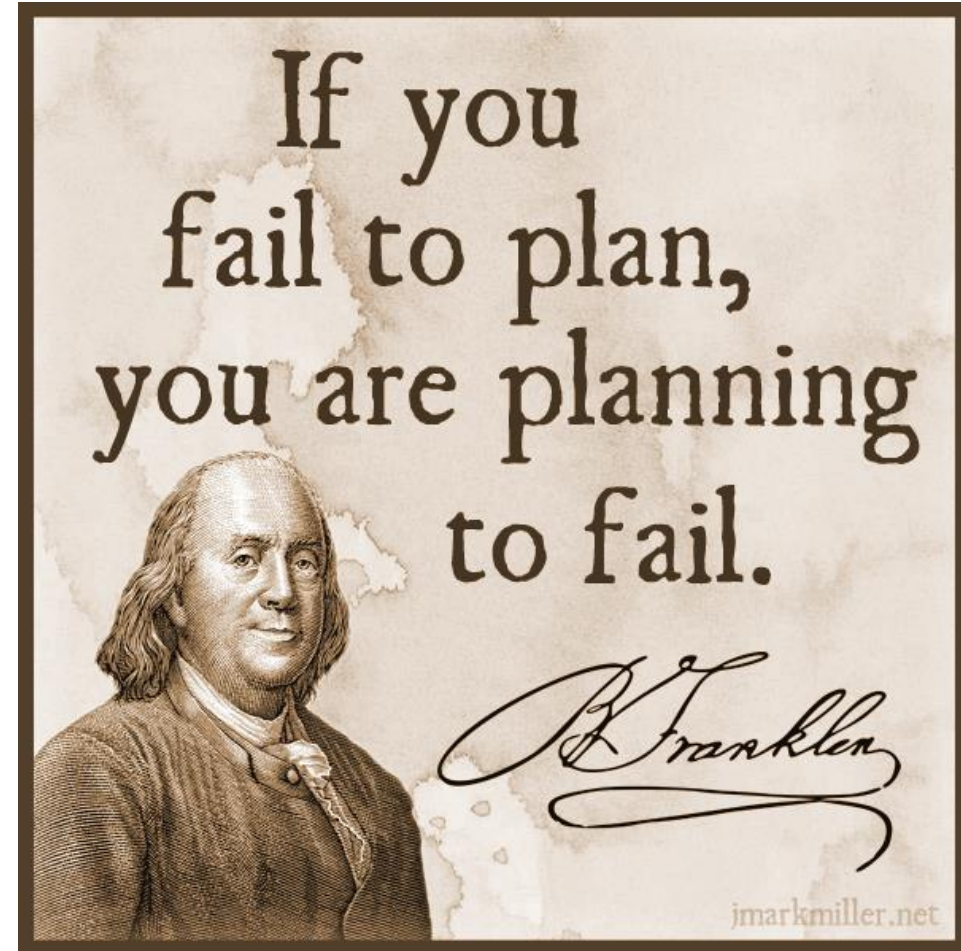
Reporting gaps

Garbage in, garbage out

Strategies for Staying on Track

Project Strategies

- ▶ Create a Plan (*Project Schedule*)
with Milestones (*Stage Gates*)
- ▶ Conduct Regular Meetings
- ▶ Report Status (*Internally and Externally*)
- ▶ Actively Engage with Stakeholders
(*Agencies, Enterprise Partners*)
- ▶ Seek Support from Outside
(*Integrator, SME Support*)
- ▶ Work Collaboratively
(*Know Your Role, Share Resources*)



Strategies for Staying on Track

What you told us...

Taking Ownership at Your Agency & Strategies for Staying on Track

Communicate & Collaborate

- Regular recurring meetings
- Frequent communication
- Assign different leads to tasks
- Ask questions
- Internal SharePoint/Teams
- Support from leadership
- Representation across divisions

Plan & Get Organized

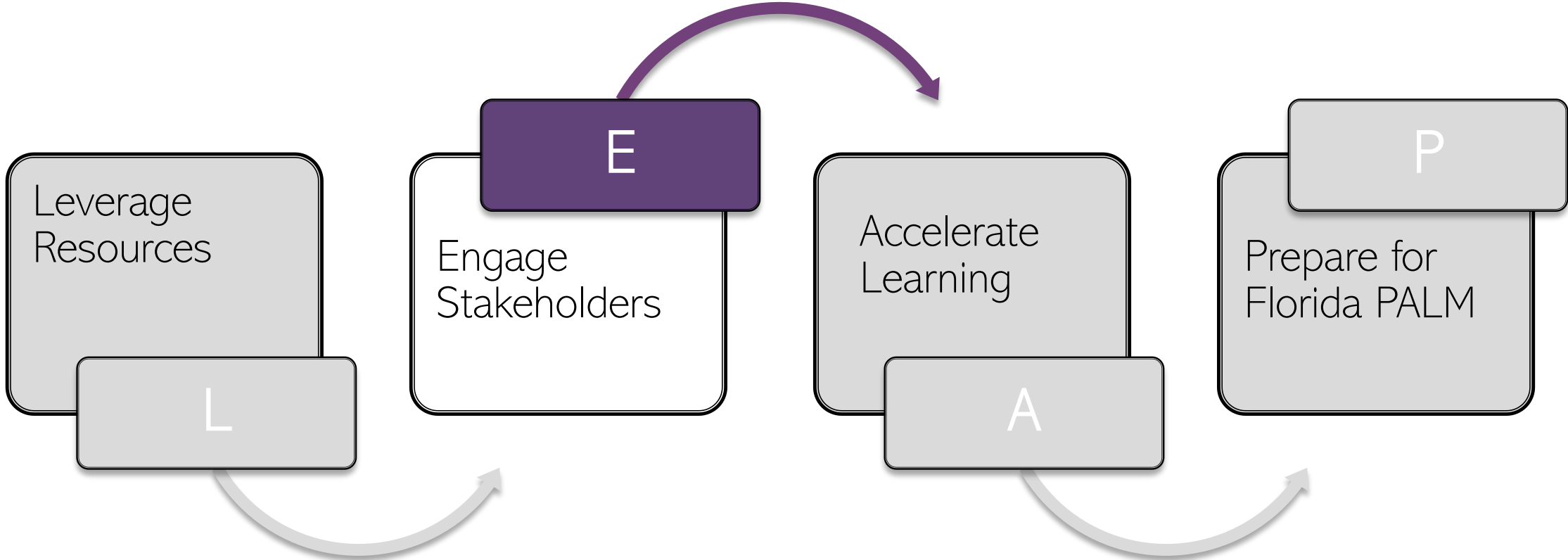
- Break tasks into smaller pieces
- Plan ahead and track deadlines
- Block out “working time”
- Allocate daily time to Florida PALM
- Sticky notes
- Monitor RW and Task Tracker

Utilize Florida PALM Resources

- Knowledge Center
- Subscribe to communications
- Website
- Read all task materials
- Attend meetings in person
- Task Talks



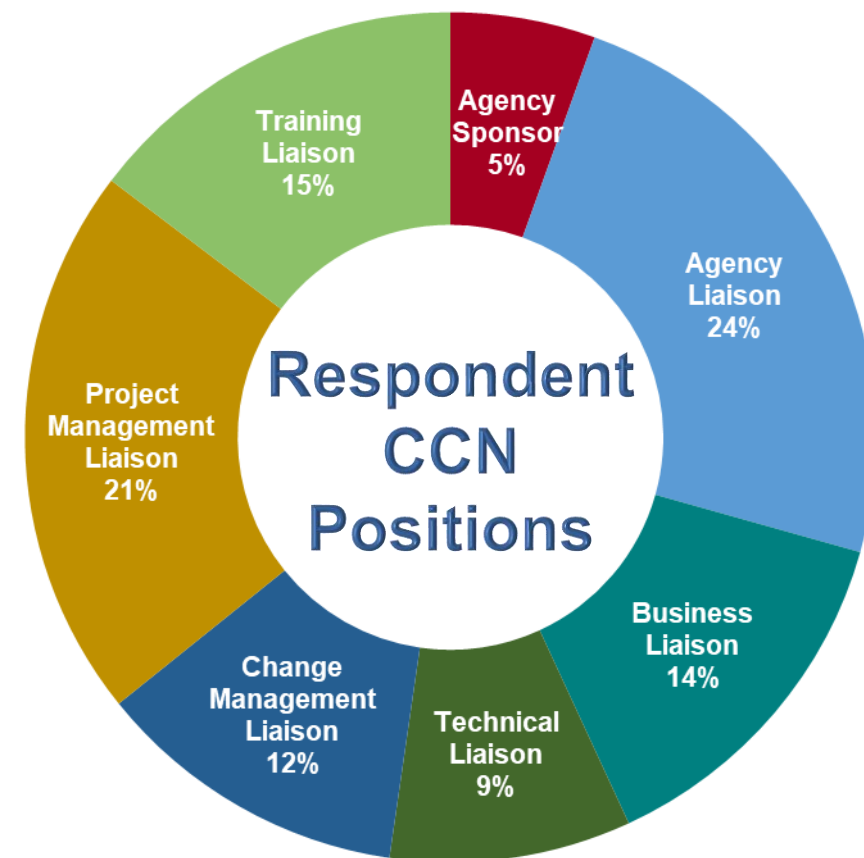
EVERYONE PLAYS A PART



Everyone Plays a Part

CCN Pulse Check January 2024

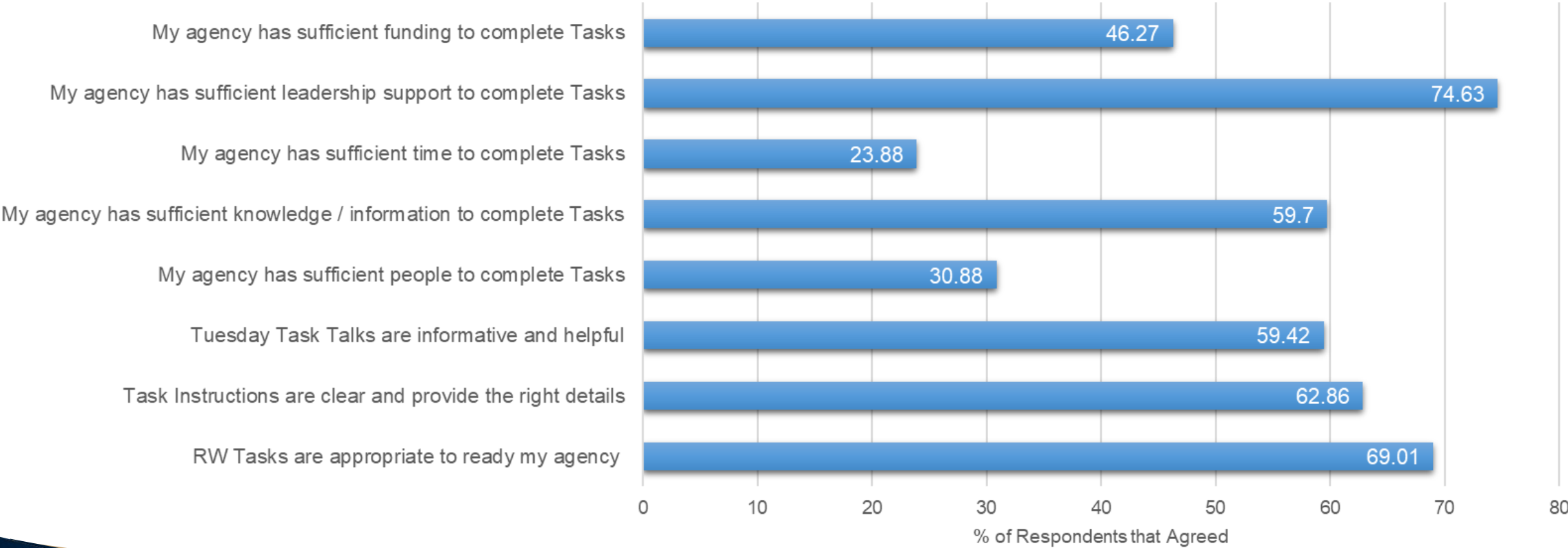
- ▶ **Purpose:** Hear from agency CCN members about their perspective on:
 - Readiness Workplan Tasks
 - Agency Readiness Engagement
- ▶ Sent to All CCN Members
- ▶ Two Weeks to Complete
- ▶ Overall Response Rate of 23.65%
 - Greatest representation was by Agency Liaisons and Project Management Liaisons
 - Lowest represented were Agency Sponsors and Technical Liaisons
- ▶ >64% served 2 or less years in the role



Everyone Plays a Part

CCN Pulse Check January 2024

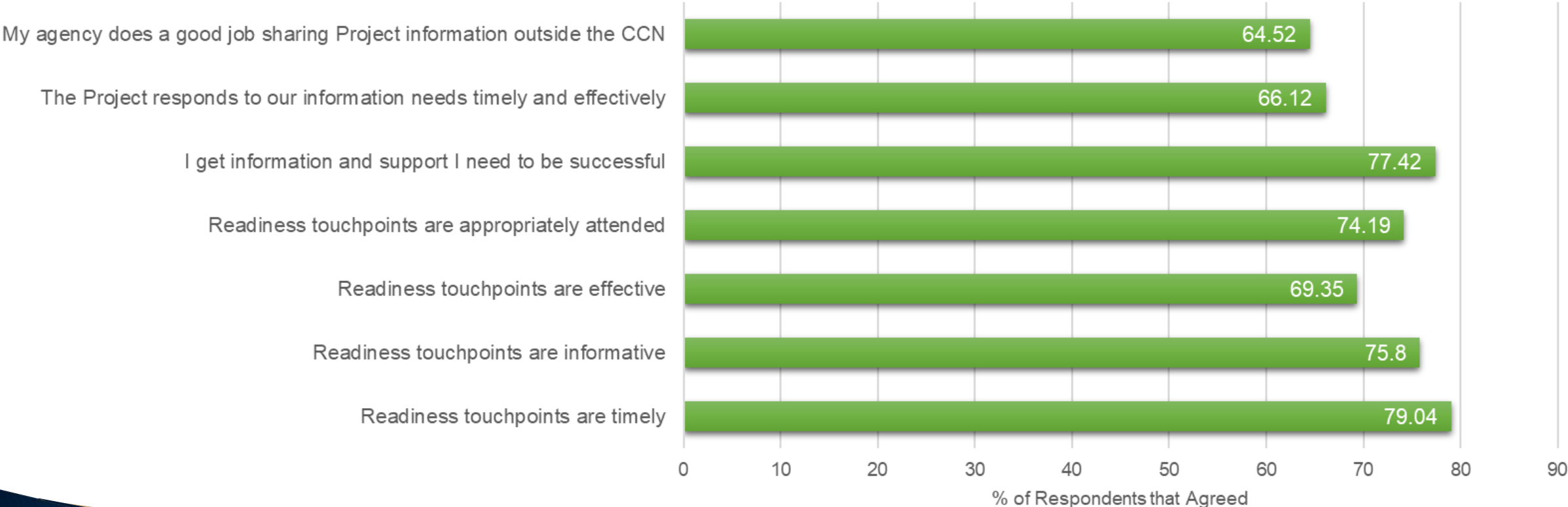
READINESS WORKPLAN



Everyone Plays a Part

CCN Pulse Check January 2024

AGENCY READINESS ENGAGEMENT



Everyone Plays a Part

CCN Pulse Check January 2024

SO WHAT?

For Agencies

- ▶ Agency Sponsors are critical for
 - Resource allocation
 - Decision Making
 - Supporting the CCN
 - Providing clear expectations
- ▶ CCN members should
 - Utilize the resources available
 - Leverage knowledge from other agencies

For The Project

- ▶ Continue to provide access to resources
- ▶ RW Task Completion Rubric
- ▶ Thursday Task Talks
- ▶ Provide opportunities for more engagement



Everyone Plays a Part

Agency CCN – You can't do this alone!



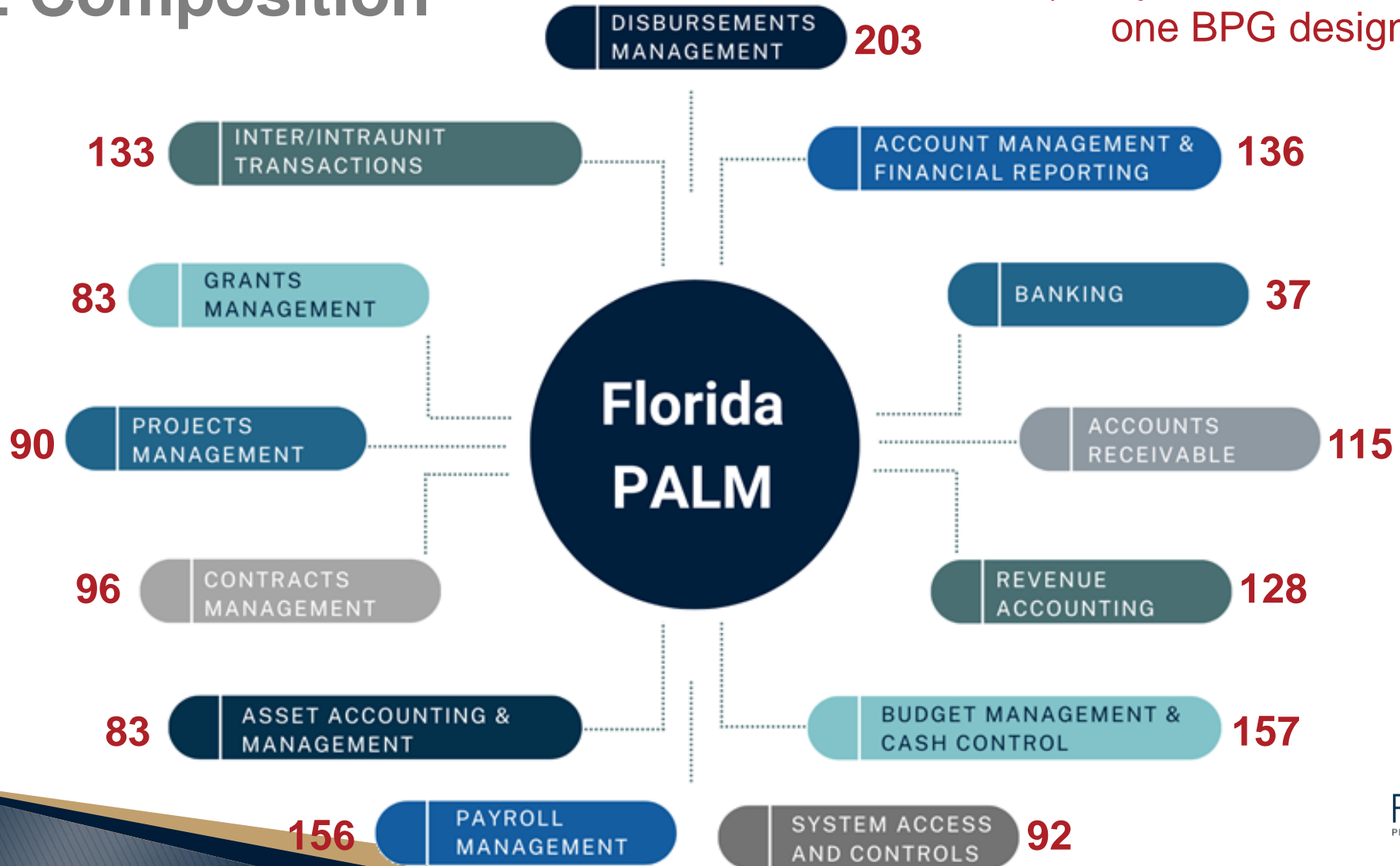
CCN Composition

- ▶ 33 agencies have CCN vacancies
- ▶ 15 agencies have duplicates
- ▶ Only 2 agencies with full CCN

Everyone Plays a Part

SME Composition

Total SMEs = 646
(many SME's have more than one BPG designation)



Everyone Plays a Part

Engage your SMEs Now

- ▶ SMEs will be your UAT leaders
 - First to participate in UAT
 - Responsible for supporting end user understanding
- ▶ SMEs will support agency training
- ▶ SMEs will be your agency end user support
 - Boots on the ground support
 - Triage issues at go-live
- ▶ Engage your SMEs now, so they are ready
 - Assist with RW tasks
 - Build understanding of Florida PALM functionality



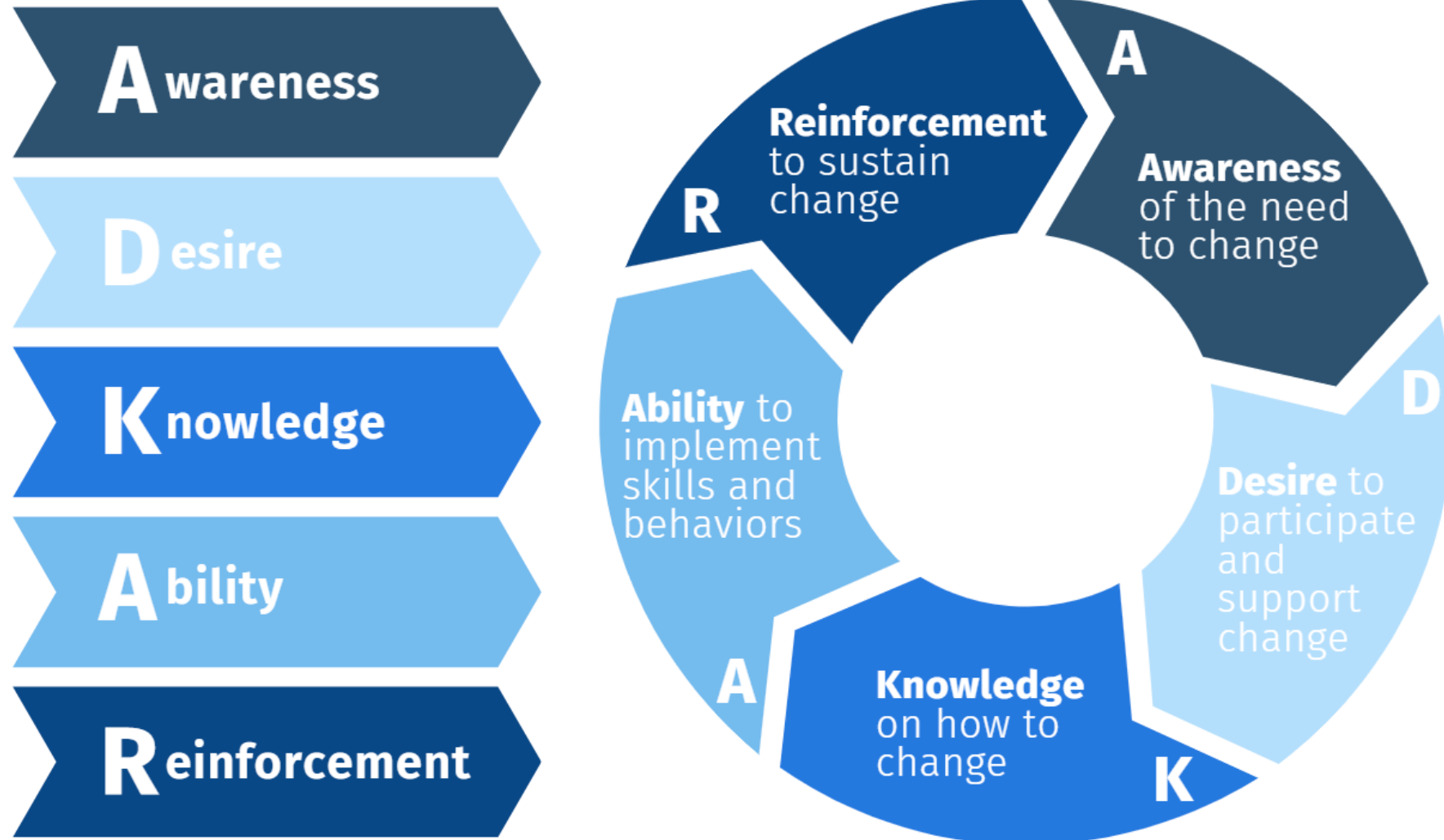


Change Management ... Awareness

Florida Department of Environmental Protection
February 2024



FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION





FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

What does change mean to DEP?





FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

How do you feel about transitioning to PALM?



Let's get it done!



Why are we changing?



I am not sure how this affects me yet.

Attitudes

Acceptor

Challenger

Indifferent



FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

What do you need to help with the transition?

Business/Technical Liaisons & SMES

Communication

- ✓ Information about PALM
- ✓ Change & Impacts

Clear Expectations & Goals

Comprehensive Guides/ Crosswalks & Training

Agency Training Liaisons

Communication

- ✓ Information about PALM

Clear Expectations & Goals

Support/Call a SME

SOPS & Training



FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

If you were to guess, what percentage of your Division/District/Office ...

1. Is **AWARE** that FLAIR is transitioning to PALM?
2. Understands **WHY** the transition to PALM?
3. Knows **WHEN** the transition to PALM will occur?





FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

Next Steps

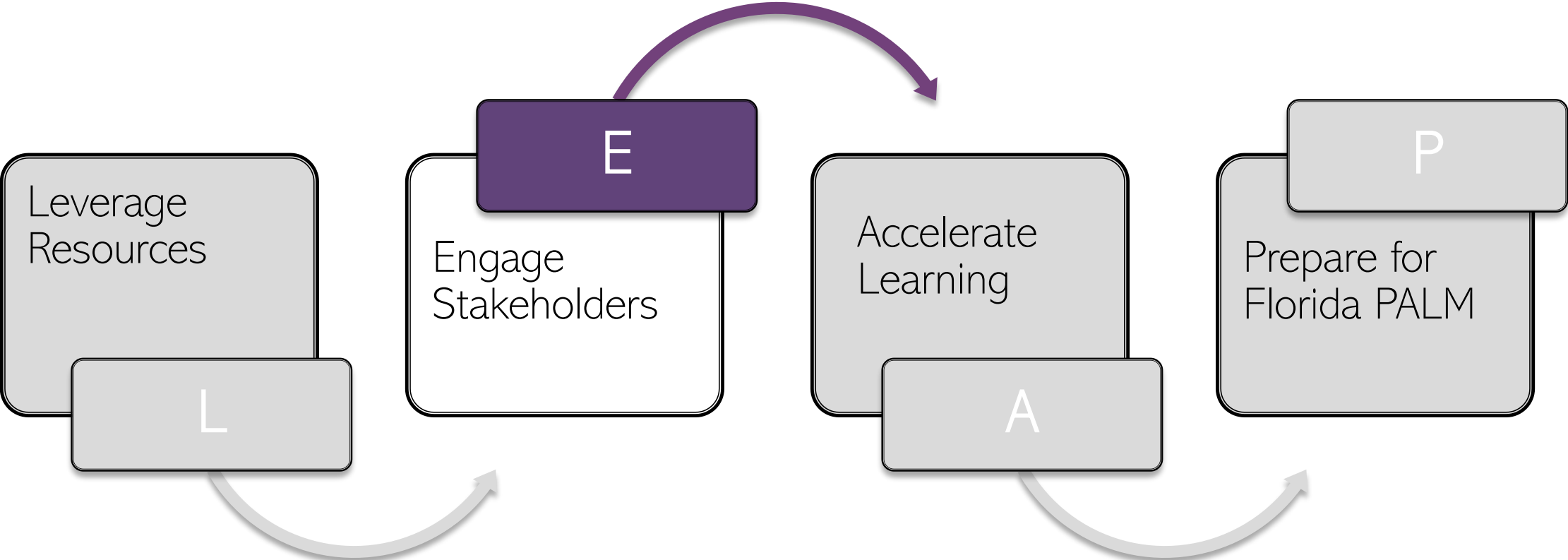
Awareness

- DEP-tize messages
- Increase audience
- Provide resources and tools
- Add components to messaging that engages a variety of audiences
- Intentional resources

Desire

- Identification of raving fans and influencers
- Equip influencers with tools
- Engage others in the change process

ENGAGING MANAGERS OF END USERS



Engaging Managers of End Users

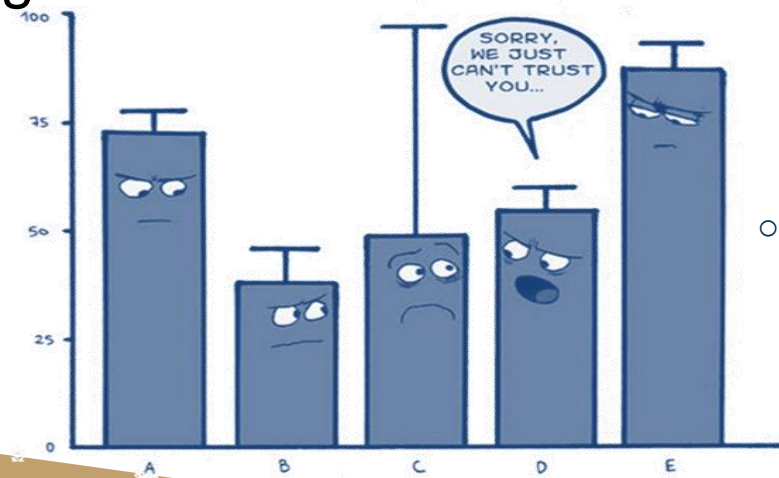
- ▶ Why it is important?
 - Potential risks when engagement is lacking:
 - Lower productivity
 - Disagreements
 - Dissatisfied stakeholders
 - Misunderstood roles and responsibilities
 - Failed project



Engaging Managers of End Users

► Why it is important?

- Trusted source for end users
- Positioned to see and address resistance
- Large impact on the employee change experience



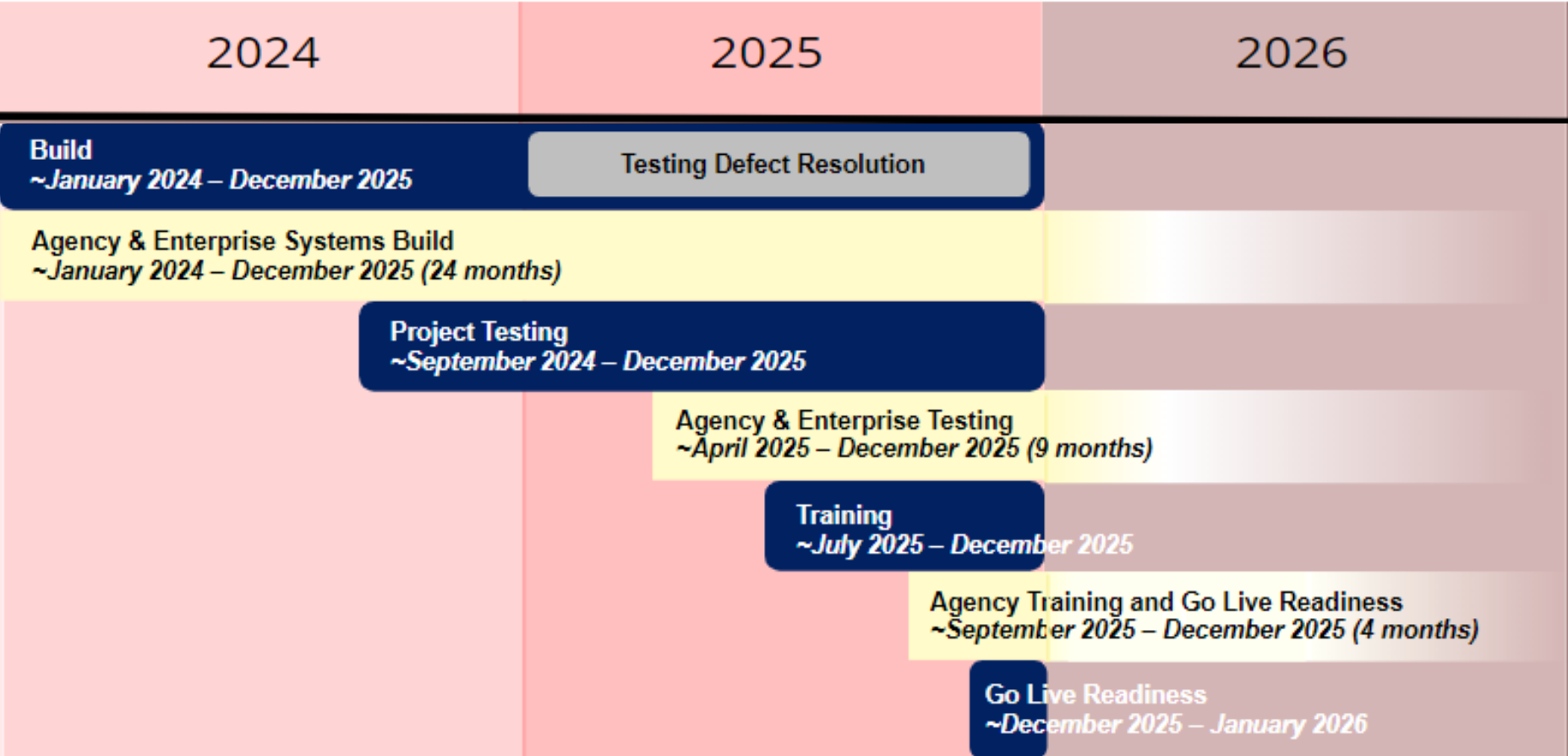
- 43% reported that over half of the employee resistance they experienced was avoidable.
- 58% reported supervisors are the preferred senders of personal impact messages.
- 63% feel their organization does not adequately prepare people managers with the skills, training and tools they need to lead during change.
- 82% of workers report that having a supportive supervisor significantly impacts their job happiness.

Engaging Managers of End Users

- ▶ Managers must be engaged EARLY




Engaging Managers of End Users



Engaging Managers of End Users

Agency & Enterprise System Build


January 2024 – December 2025

End Users 

- ✓ Learn new Florida PALM terminology
- ✓ Learn benefits of Florida PALM
- ✓ Anticipate process changes with Florida PALM, including agency business systems

Agency & Enterprise Testing


April 2025 – December 2025

End Users 

- ✓ Understand changes in their job functions
- ✓ Understand agency specific values and processes

Agency Training & Go-Live Readiness

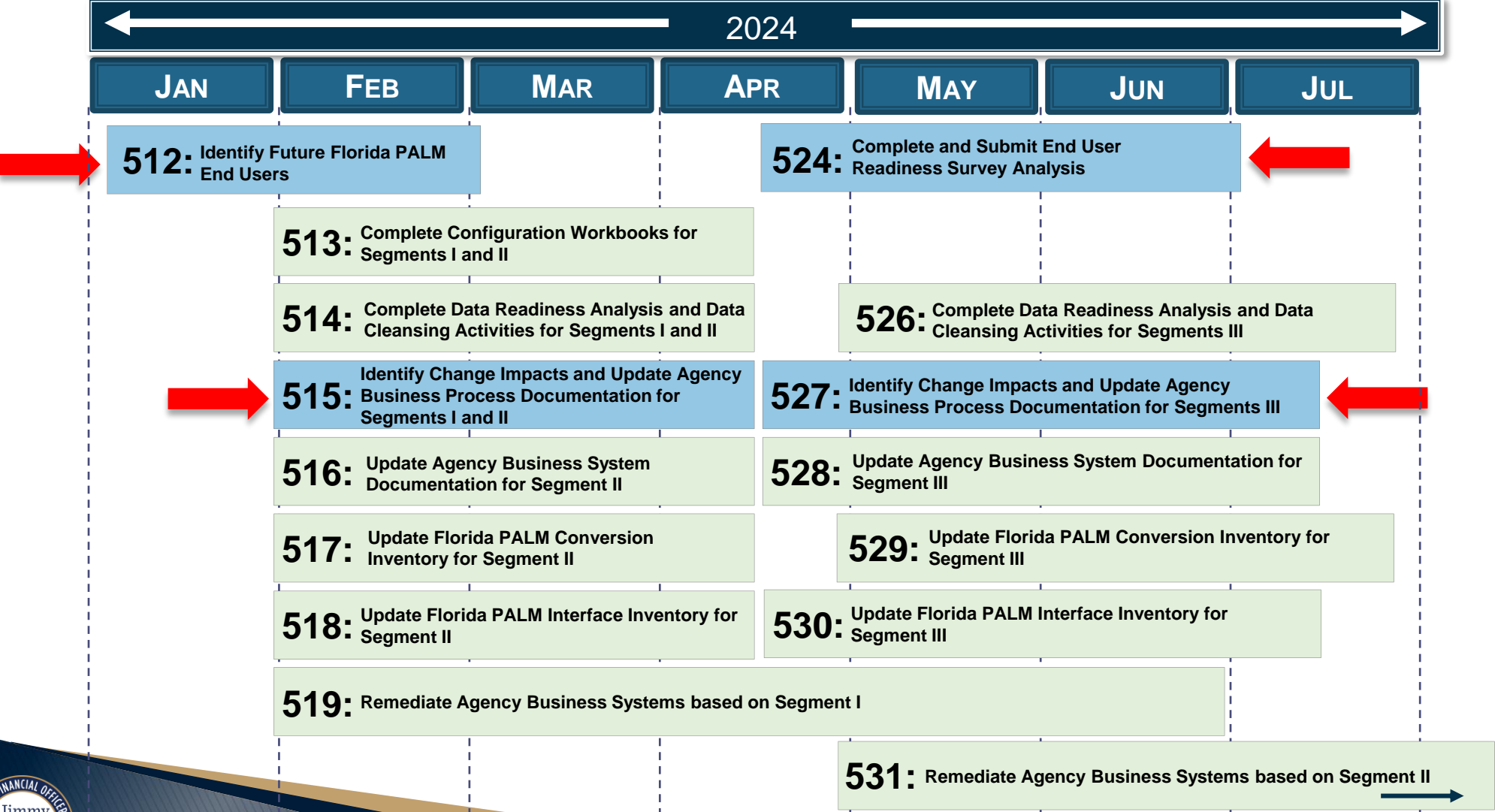
September 2025 – December 2025

End Users 

- ✓ Participate in Florida PALM and agency specific end user training
- ✓ Understand changes in their job functions
- ✓ Know agency specific values and processes
- ✓ Understand how to complete their job in Florida PALM



Engaging Managers of End Users



Engaging Managers of End Users

- ▶ Managers must be engaged **EARLY**



Engaging Managers of End Users

- ▶ Tips for Engaging and empowering managers

Build Trust

Promote transparency with open and honest communication

Communicate & Collaborate

Frequent team meetings; collaborate cross departments

Provide Resources

Provide literal tools and remove development obstacles



Engaging Managers of End Users

▶ Resources! Resources! Resources!

Florida
PALM to
FLAIR
Interactive
COA tool

The
Knowledge
Center

PALMcast
Episodes

LMS
Training

Segment
Design
Workshops

Peer
Networking

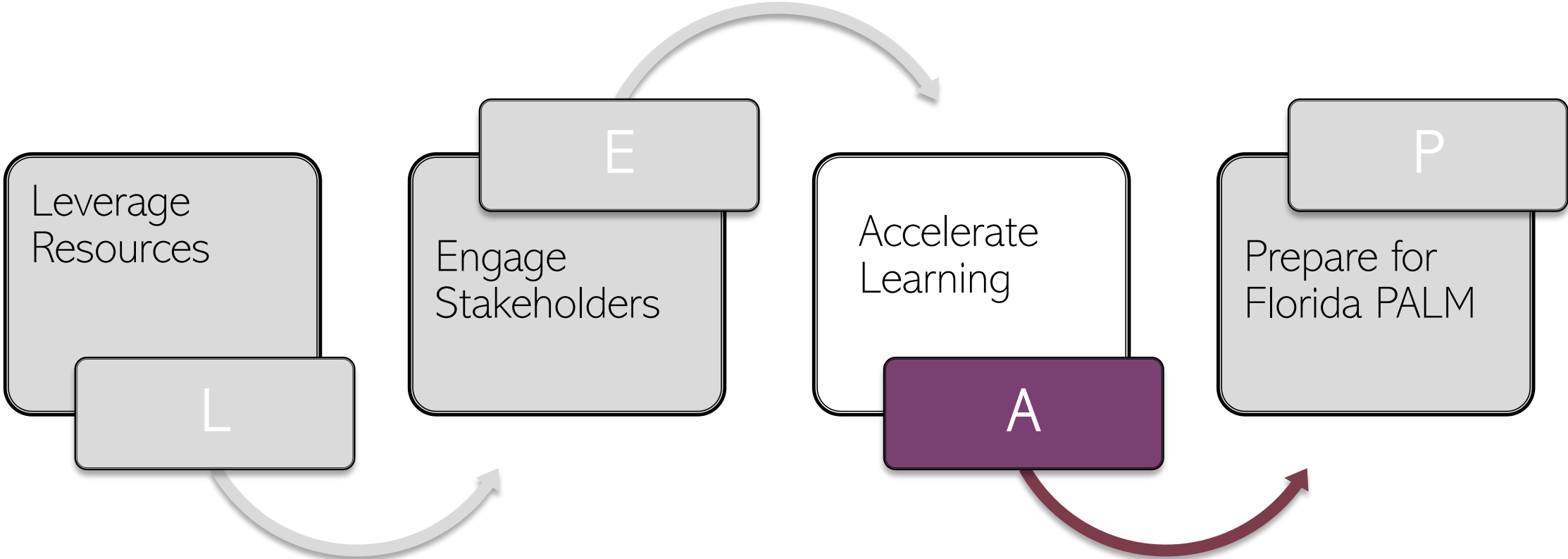
Print
Posters &
Flyers



Engaging Managers of End Users



LEARNING NOW



Learning Now

- ▶ Practical Training Tips
- ▶ Knowledge Center

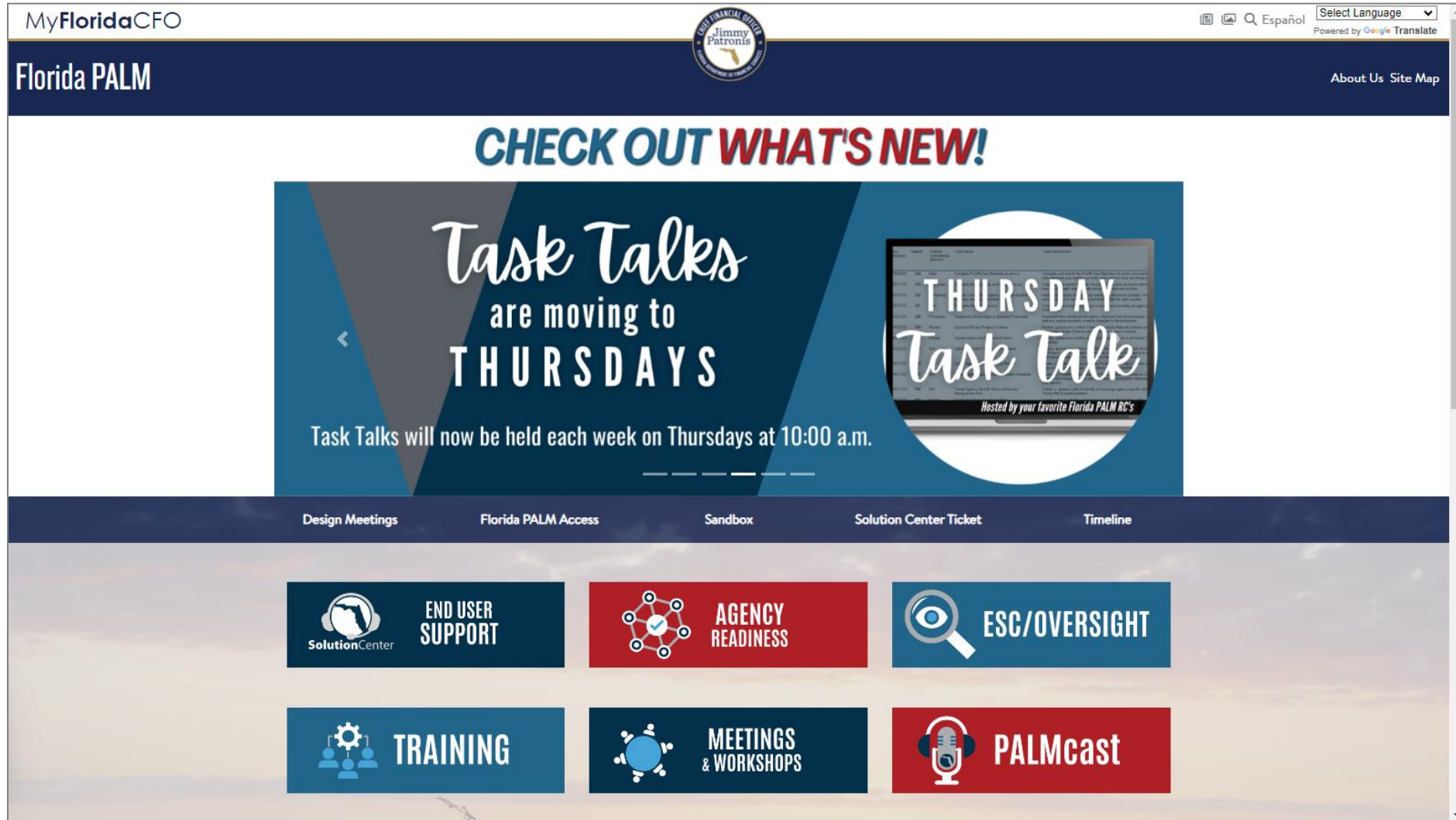


Now Live
THE Florida **PALM**
KNOWLEDGE
CENTER

A central repository for Florida PALM documentation

A dark blue logo consisting of an open book shape. Inside the book, there is a white circle containing a dark blue silhouette of the state of Florida.

Florida PALM Website



<https://www.myfloridacfo.com/FloridaPALM/>



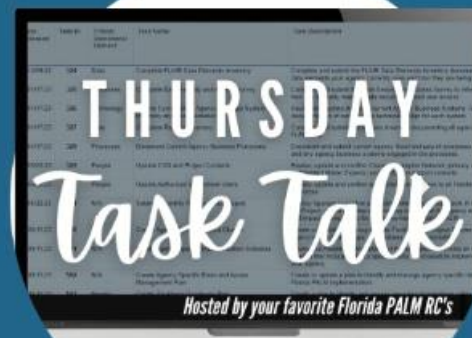
CHECK OUT **WHAT'S NEW!**

Task Talks

are moving to

THURSDAYS

Task Talks will now be held each week on Thursdays at 10:00 a.m.



[Design Meetings](#)

[Florida PALM Access](#)

[Sandbox](#)

[Solution Center Ticket](#)

[Timeline](#)



**END USER
SUPPORT**



**AGENCY
READINESS**



ESC/OVERSIGHT



TRAINING



**MEETINGS
& WORKSHOPS**



PALMcast



END USER SUPPORT



AGENCY READINESS



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MEETINGS & WORKSHOPS



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BUSINESS PROCESSES





PROJECT MANAGEMENT



COMMUNICATIONS



FREQUENTLY ASKED QUESTIONS



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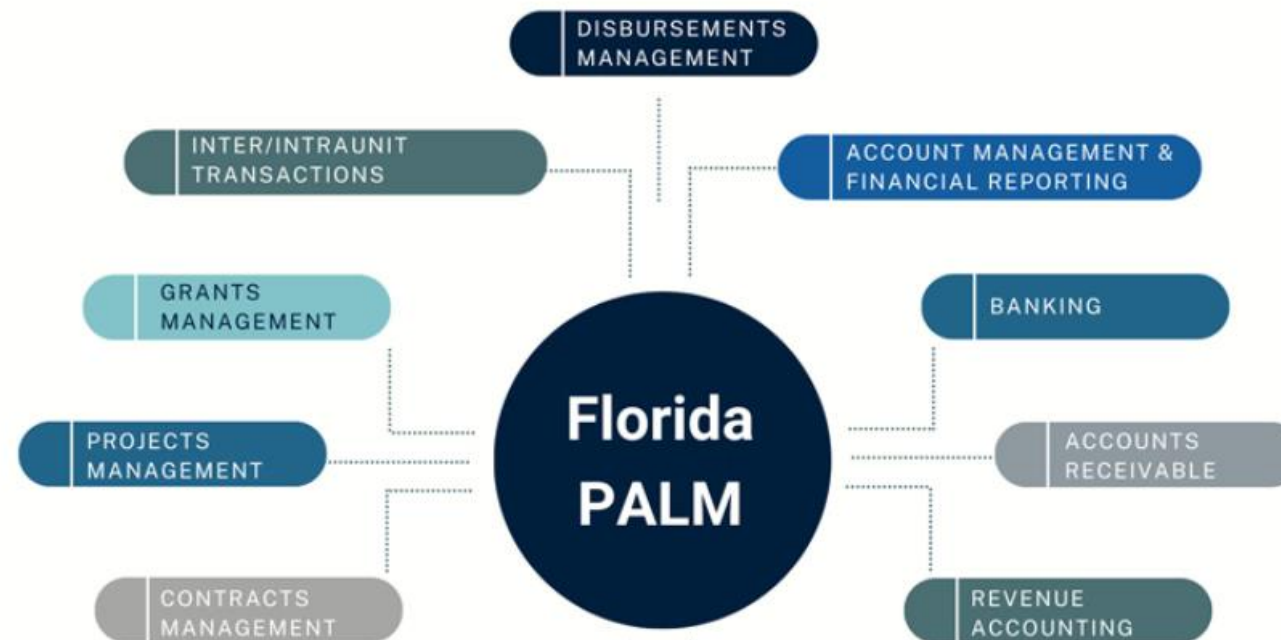


[Home](#) / [Business Processes and Modules](#)

Business Processes and Modules

Business Processes

The Florida PALM Team categorized the financial management processes used today in [thirteen business process groupings](#). The following groupings will be used to organize and communicate the design of Florida PALM for the state. As system designs are finalized, content will be updated for that business process grouping.



and processes to the CMS Wave activities and processes. The summary serves as a tool for building end-user understanding for adoption of Florida PALM at the CMS Wave.

Modules

A module is a segment within Florida PALM that performs specific business functions within an area (i.e., General Ledger). Modules reflect what you see in the Florida PALM system and where the transactions are completed.

Click any module icon below to view a brief description of module functionality.



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Our department manages the financial responsibilities for the State of Florida.

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CHART OF ACCOUNTS




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[Home](#) / [Chart of Accounts](#)

Chart of Accounts Values

The Florida PALM [Revenue and Expenditure Account ChartField values](#) are state standard values and will be configured by Florida PALM to support accounting and reporting needs. Updates to values will continue through all remaining Solution Design Segments and will be posted at designated intervals.

Assets, Liabilities, and Equity Account ChartField values were configured / deployed at CMS Wave and are updated in the Production environment, as needed by DFS A&A. To access a current list of Account ChartField values, log in to Florida PALM and access the GLR091 – ChartField Value Report located at: **NavBar > Navigator > Set Up Financials/Supply Chain > Common Definitions > Design ChartFields > Reports > ChartField Reports**

Statewide Chart of Accounts Design

The Florida PALM [Chart of Accounts \(COA\)](#) was originally approved in 2020 and updated by the Project as part of the design activities for the Financials Wave Implementation. The Florida PALM COA establishes a standard structure for tracking and recording financial transactions. It is comprised of individual ChartFields, like the use of data elements in FLAIR, some of which are established and maintained at a statewide level and others which are agency-specific. The COA Design evolved and was refined through iterative and collaborative work with Department of Financial Services (DFS) Divisions and Offices, agencies, and enterprise partners and is applicable for all Waves.

Select the image below to experience an interactive learning tool. This tool will help you gain a better understanding of the individual ChartFields and their use within Florida PALM.

Florida PALM to FLAIR Interactive Chart of Accounts

Florida PALM ChartFields

Statewide

Business Unit Specific

Project-Related ChartFields


Florida PALM to FLAIR Interactive Chart of Accounts

Florida PALM ChartFields

General Ledger Business Unit	Organization	Fund	Account	State Program	Budget Entity	Category	Project	Contract	Grant	Other Accumulator 1 (OA1)	Other Accumulator 2 (OA2)
------------------------------	--------------	------	---------	---------------	---------------	----------	---------	----------	-------	---------------------------	---------------------------

Statewide
Business Unit Specific
Project-Related ChartFields

Activity (Required)
Source Type (Optional)
Project Category (Optional)
Subcategory (Optional)



The Chart of Accounts (COA) establishes a statewide structure for tracking and recording financial transactions. The COA is comprised of individual ChartFields, similar to FLAIR data elements. To learn more about the COA, [click here](#).

FLAIR Data Elements

OLD	Organization (Org) Code	GAAFR Fund Type (GF)	State Fund Type (SF)	Fund Identifier (FID)	GL Code	Object Code	State Program	Budget Entity (BE)	Internal Budget Indicator (IBI)	Category (CAT)	Year (YR)	Project Identifier	Grant Identifier	Contract Number	Other Cost Accumulator (OCA)
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Met by other system functionality

Available in a Florida PALM ChartField

[COA Configuration Workbook](#) – The purpose of the COA Workbook is to document the Florida PALM Chart of Account values for the CMS Wave at launch. This workbook represents a point in time and will not be updated. Florida PALM end users with designated role(s) can access the ChartField Value Report directly from Florida PALM to make necessary updates.





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COMMUNICATIONS





PROJECT MANAGEMENT



COMMUNICATIONS



FREQUENTLY ASKED QUESTIONS



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[Home](#) / [Communications](#)

Communications

The Project strives to reach the growing stakeholder community by sharing timely updates and resources that are needed for a transition from FLAIR to Florida PALM, while operating in the current production system. Project messaging is focused on the current and upcoming Project and agency activities and is reiterated through multiple channels. The most common includes email (direct recipients and subscribers), website resources/notifications, monthly agency touchpoints, monthly status reports, PALMcast recordings, and all-agency / topic specific meetings.

Project messaging is triggered by a few things such as tasks in the Project Schedule, tasks in the Readiness Workplan, Proviso requirements, production-related events or occurrences, and agency feedback. A planning tool (i.e., communications calendar) and standard operating procedures are used to plan, track, and measure communications.

Communications focus on a particular audience based on their similarities and needs, but the Project knows the importance of stakeholders being aware and involved in multiple areas of the transition. Therefore, the Project provides several methods for staying engaged and 'in the know'.

- Subscribe to Project communications. Select to receive emails for production or implementation categories, or both.
- Review the Project Correspondence (below); a collection of prior communications. Sort by date, subject, category, or audience.
- Watch or listen to the recordings published on the website. Executive Steering Committee meetings, Town Halls, and Tuesday Task Talks are recorded for sharing and re-review.
- Listen to PALMcast recordings for information from the Project team and other stakeholders.
- Participate in meetings to learn more. Check out the Meetings & Workshops [calendar](#).
- Talk to your Agency Liaison about joining their distribution list of internal Florida PALM communications.

Subscribe to the Florida PALM communications and stay in touch with what's relevant for you!

[Subscribe Now!](#)

Get the Scoop

Find Project Correspondence

Easily locate previous communications sent by the Florida PALM Project. You can sort the columns to reference information quickly, find old emails with links/information, cross-reference or train team members, or simply be curious.

Florida PALM Project Correspondence

Posters & Prints

Your favorite Florida PALM posters and prints are available for printing. Click on the button below and print at your convenience. Great for placing around the office and sharing with your team.

View and Print

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END USER SUPPORT



AGENCY READINESS



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COMMUNICATIONS



FREQUENTLY ASKED QUESTIONS



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PALM TECH End User Training

The resources listed are in addition to, or supplemental of, PALM TECH training materials published in the statewide [Learning Management System](#). We encourage you to visit this page often as new resources are added as additional needs are recognized.

**PALM
TECH**
Training, Enrichment,
Communication, & Help

Manuals

[Florida PALM End User Manual](#)
[Security Access Management User Manual](#)

Helpful links

[Taking Florida PALM Training](#)
[Training Approach](#)
[Learning Management System \(LMS\)](#)
[Training Curriculum and Role to Course Matrix](#)

The following categories contain resources such as Job aids, Videos, Tips & Tricks materials, and more.

Training Categories

[Expand all](#)

- > [Access](#)
- > [Chart of Accounts](#)
- > [Disinvestments](#)
- > [Forms](#)
- > [General Information](#)

PALM TECH End User Training

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Manuals

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Helpful links

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Training Categories

[Expand all](#)

- [Access](#)
- [Chart of Accounts](#)
- [Disinvestments](#)
- [Forms](#)
- [General Information](#)
- [Query](#)
- [Reporting](#)





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[Home](#) / [Agency Readiness](#)

Agency Readiness

Florida PALM is a business transformation that requires agencies to ready their people, processes, technology and data. The [Readiness Workplan \(RW\)](#) is a list of tasks all agencies must complete to be ready for Florida PALM implementation. Agencies must also identify and complete any additional, agency-specific activities that are needed to be ready for Florida PALM. Agency Change Champion Network (CCN) should use the RW to view and plan for all readiness tasks. View the [RW and Task Tracker Job Aid](#) for more information on how agencies should use the RW and report progress for RW tasks.

A [Change Champion Network \(CCN\)](#) supports agency readiness and is designed to foster collaborative relationships and communications within your agency, between partners, and with the Florida PALM Team. A CCN is comprised of seven Change Champion roles supported by Subject Matter Experts, each having a unique set of responsibilities. Together, the CCN forms the core team responsible for completing RW tasks, agency-specific tasks and preparing your agency's to transition to Florida PALM.

Agency Implementation Roadmap

The image below provides a high-level visual summary of RW tasks. This information is subject to updates. *Click on the image to open a printable poster in another window.*





Agency Collaboration

This section includes helpful links for agency CCN members looking to learn from or connect with other agency CCNs.

CCN CONTACTS

AGENCY EXCHANGE
LIBRARY

AGENCY NAMES
& ACRONYMS

FLORIDA DEPARTMENT OF FINANCIAL SERVICES

Our department manages the financial responsibilities for the State of Florida.

📍 [200 East Gaines Street, Tallahassee, FL 32399](#)

Send Us a Message: [ASK FLDFS](#)

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[Fraud Free Florida](#)

[Prepare Florida](#)

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[Press Releases](#)

[Public Records Request](#)

EMPLOYEE RESOURCES

[Search Career Opportunities](#)

[Employee' Information Center](#)

[Florida Deferred Compensation](#)

[Employee Emergency Notifications](#)

[Long-Range Program](#) [Rule Making](#) [Regulatory Plans](#) [Legal Notices/Accessibility](#) [Privacy Policy](#)

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[Home](#) / [Agency Readiness](#) / [Agency Exchange Library](#)

Agency Exchange Library



This is an Agency Exchange Library where agencies can share resources to help other agencies. These resources were created by agencies and should be used in addition to, not in place of, Project materials. If you have any questions about a resource, [contact](#) the providing agency.

Visit this webpage often as new resources will continue to be added. These may be helpful in your transition to Florida PALM.



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Does your agency have Florida PALM resources or transformation tips to share with other agencies? Share your resources with your Readiness Coordinator to be added to this page.

FLORIDA DEPARTMENT OF FINANCIAL SERVICES

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MOST POPULAR

[Fraud Free Florida](#)

[Prepare Florida](#)

[Unclaimed Property](#)

EMPLOYEE RESOURCES

[Search Career Opportunities](#)

[Employee' Information Center](#)

[Florida Deferred Compensation](#)





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- [Chart of Accounts \(COA\) bookmark \(.pdf\)](#) | provided by DFS


Does your agency have Florida PALM resources or transformation tips to share with other agencies? Share your resources with your Readiness Coordinator to be added to this page.

COA Bookmark



DFS created a printable bookmark

FLAIR Data Element(s)	PALM Chartfield
OLO	Business Unit
General Ledger (GL) + Object Code (OBJ)	Account



Department of Financial Services
CHANGE CHAMPION NETWORK
Journey to Success with Florida PALM

FLAIR Field	FLAIR Value	FLAIR GL Code	Florida PALM Field	Florida PALM Value	Add'l Florida PALM Field	Add'l Florida PALM Value
Organization	43261000000	N/A	Organization	26100000	N/A	N/A
GF-SF-FID	10-2-393001	N/A	Budgetary Fund	23930	Transactional Fund	39300
Object Cd	341000 - Gen. Office Supls.	71100	Account	705201 - Supplies General	N/A	N/A
Object Cd	001000 - State Fees	61300	Account	600001 - State Fees	N/A	N/A

Last Modified: February 2024

Florida PALM to FLAIR Chart of Accounts

Florida PALM ChartFields

- General Ledger Business Unit
- Organization
- Fund
- Account
- State Program
- Budget Entity
- Category
- Project
- Contract
- Grant
- Other Accumulator 1 (OA1)
- Other Accumulator 2 (OA2)

FLAIR Data Elements


- OLO
- Organization (Org Code)
- State Fund Type (SF)
- Fund Identifier (FID)
- GL Code
- Object Code
- State Program
- Budget Entity (BE)
- Internal Budget Indicator (BI)
- Category (CAT)
- Year (YR)
- GAAFR Fund Type (GF)
- Project Identifier
- Contract Number
- Grant Identifier
- Other Cost Accumulator (OCA)


Legend

- Statewide
- Business Unit Specific

Legend

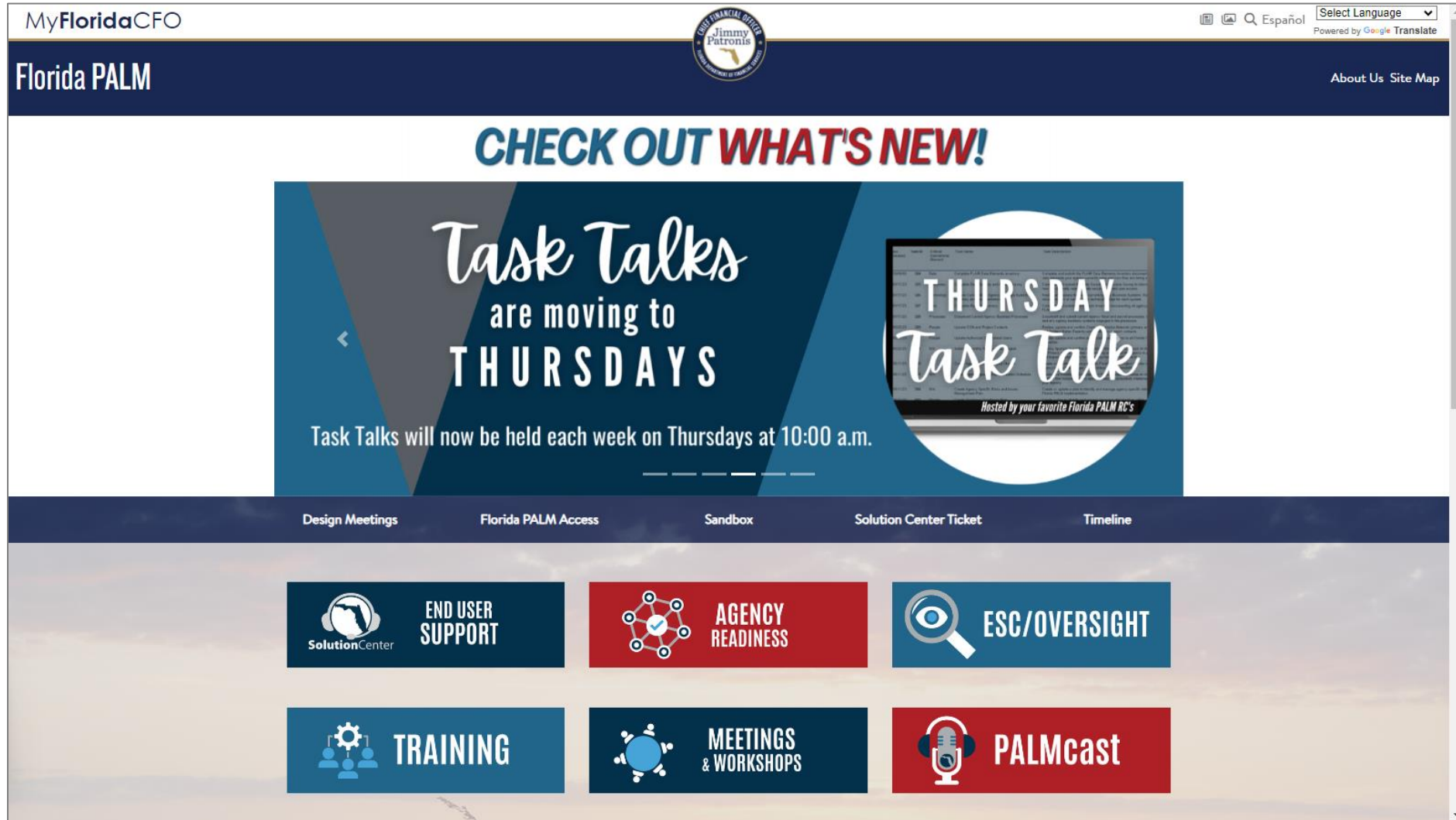
- Met by Other System Functionality
- Available in a Florida PALM Chartfield
- 29 Digit FLAIR Code







Florida PALM Website



<https://www.myfloridacfo.com/FloridaPALM/>



Knowledge Center

KNOWLEDGE CENTER Feedback Florida PALM Glossary [Login](#)

Welcome to the Florida PALM Knowledge Center

The Florida PALM Knowledge Center serves as the central hub of information that helps agencies quickly and effectively adopt Florida PALM at Financials and Payroll Wave by providing quick access to the design of the system. As the Project moves through the design phase, check back for additional content.

[EXPLORE ON YOUR OWN](#) [ADVANCED SEARCH](#)

Q Search

- Getting Started
- Business Processes
- Reports
- Interfaces
- Conversions
- System Access and Controls

<https://myfloridacfofloridapalm.us.document360.io/>



Florida Department of Corrections



Learning Now – Accelerating Learning

**Mary Quinsey
Agency Liaison**

FL PALM Quiz – Monday.com

Created a FL PALM Contest Quiz using Monday.com

- What does FL PALM stand for?
- When does FL PALM go live?
- What are the names of the ‘two’ waves going live?
- Will we have Expansion Options in FL PALM?
- Will FL PALM provide real time data throughout the day?

Limited the quiz to non-supervisory staff

Prize - \$10 gift card



Next Steps – Scavenger Hunt

- ▶ Creating another survey using Monday.com for a Scavenger Hunt
- ▶ Knowledge Center as the source of the hunt
- ▶ Using 10 Questions
- ▶ Limiting to non-supervisory staff
- ▶ Prize - \$10 gift card

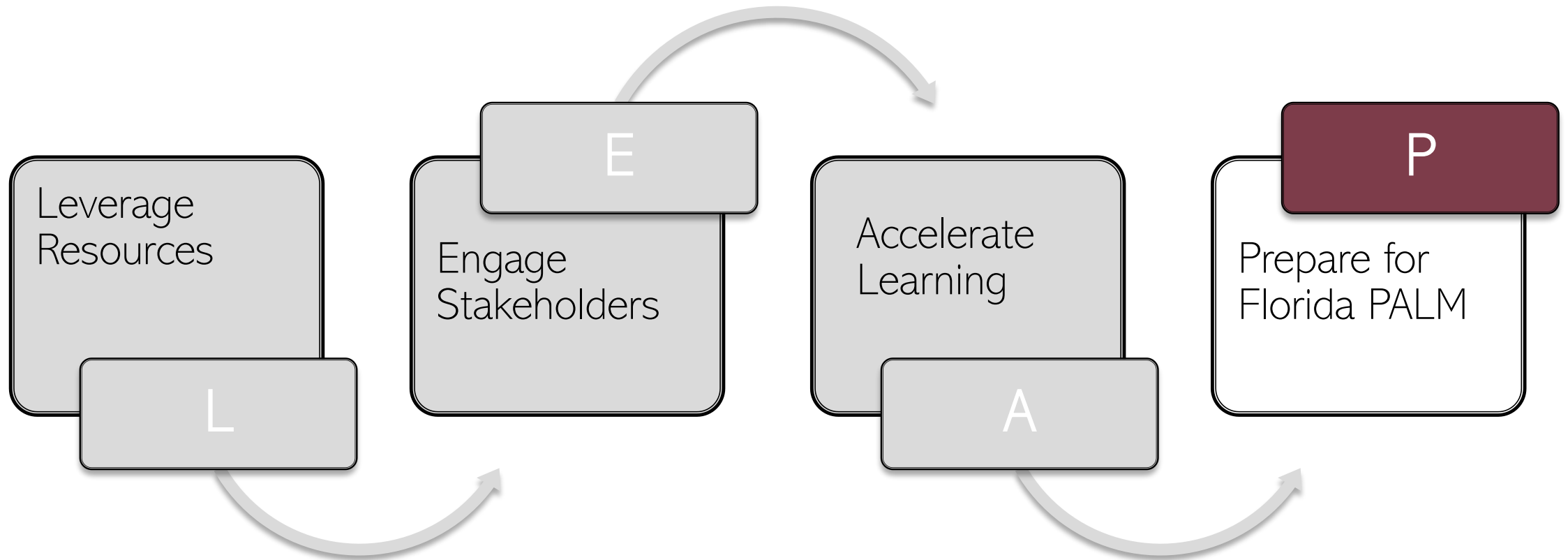


Some Example Questions

- ▶ What Business Process Grouping would you find processing vouchers under?
- ▶ What type of error would be created for enterprise partner transactions (i.e., MFMP, STMS & Works)?
- ▶ What is the name of the role responsible for entering invoices, voucher corrections and issuing and maintaining disbursements in FL PALM?
- ▶ What are SpeedKeys?
- ▶ What are the Chart of Accounts?
- ▶ What Segment will Payroll be discussed?



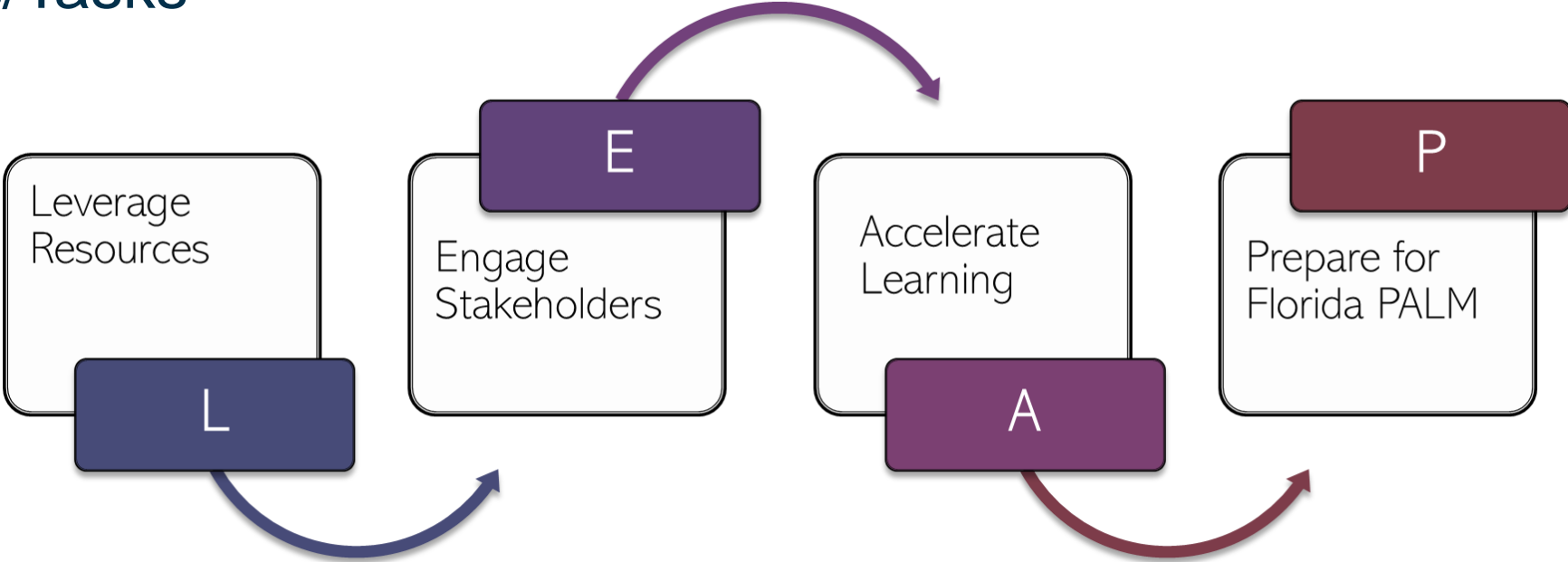
Now WHAT



Next Steps

▶ Upcoming Activities/Tasks

- RW Tasks
- Data Day
- Workshops
- Agency Activities



How Do We Get There?

- ▶ Prepare for Florida PALM
- ▶ Pulling it all together
- ▶ Shared Vision





Working Together to Transform Florida

Florida**PALM**
Planning, Accounting, and Ledger Management

CONTACT INFORMATION

CONTACT US

FLORIDAPALM@MYFLORIDACFO.COM

PROJECT WEBSITE

WWW.MYFLORIDACFO.COM/FLORIDAPALM/

