

FloridaP^{ALM}

Planning, Accounting, and Ledger Management



Task ID	Critical Operational Element	Task Name	Task Description
324	Data	Complete FLAIR Data Elements Inventory	Complete and submit the FLAIR Data Elements Inventory document detailing data elements your agency currently uses and how they are being used.
325	Processes	Complete Data Security and Access Survey	Complete and submit the Data Security and Access Survey to inform how your agency manages data security and user access.
326	Technology	Update Current Agency Business Systems	Review and update the current Agency Business Systems. Record the current technical design for each system.
327	Data	Complete Reports Inventory	Complete and submit the Reports Inventory documenting all agency FLAIR reports.
328	Processes	Document Current Agency Business Processes	Document and submit current agency fiscal and payroll processes, and any agency business systems engaged in the processes.
329	People	Update CCN and Project Contacts	Review, update and confirm Change Champion Network (primary and Subject Matter Experts) and additional support contacts.
	People	Update Authorized Spreadsheet Users	Review, update and confirm authorized spreadsheet access to all Florida T resources.
	N/A	Submit Monthly Agency Health Report	Agency Sponsor to confirm and submit monthly health report, in the Project Health Report template, to the agency to inform the project impact on the agency's financial and operational performance.
		Create Agency Specific Risk and Issues Management Plan	Create or update a plan to identify and manage agency specific risks to Florida PALM implementation.
		Create Webstore Readiness Plan	Create a plan to identify and assess impacted stakeholders within the agency that includes a communication schedule to successfully implement your agency.

THURSDAY Task Talk

Hosted by your favorite Florida PALM RC's

MARCH 6, 2025

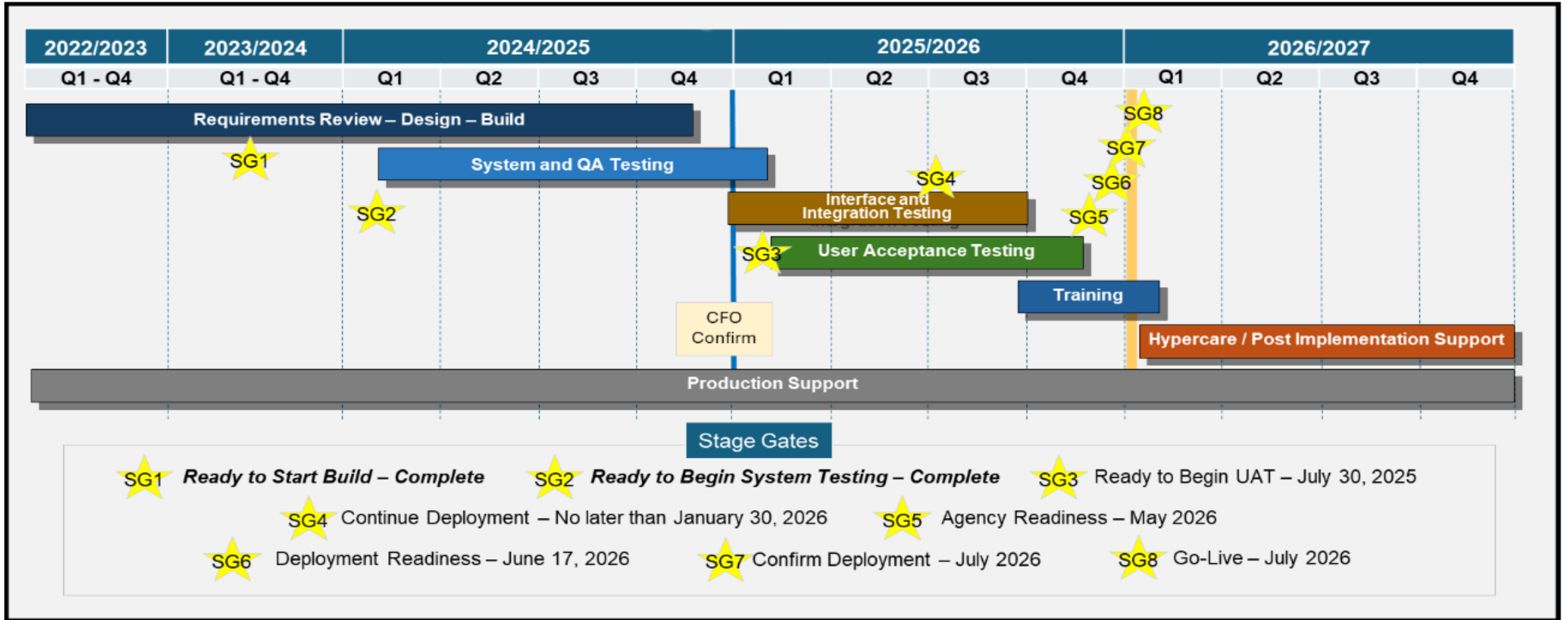


Agenda

- Project Update
- Task Spotlight: 567- L-O Update Configuration Workbooks
 - Position Funding, Default Funding, CJIP Funding, FFIP Funding
- Reminders
- Questions



The Florida PALM implementation timeline has extended to July 2026.



567– L-O Share, Review, and Update Configuration Workbooks

Due March 28

Module	Configuration Worksheet(s)
Payroll (PR)	<ul style="list-style-type: none">• Position Funding• Default Funding• CJIP Funding• FFIP Funding

Configuration Workbook Inventories

- Accounts Receivable (AR)
- Asset Management (AM)
- Commitment Control (KK)
- General Ledger (GL)
- Org Security Rule
- Payroll (PR)**
- Project Costing (PC)
- SpeedKey
- Conversion Inventory

Payroll (PR)

Actions

	Name
<input type="checkbox"/> ☆	DACS CJIP Funding
<input type="checkbox"/> ☆	DACS Default Funding
<input type="checkbox"/> ☆	DACS FFIP Funding
<input type="checkbox"/> ☆	DACS Payroll Lookups
<input type="checkbox"/> ☆	DACS Position Funding
<input type="checkbox"/> ☆	DACS Position Funding 2
<input type="checkbox"/> ☆	DACS Position Funding Report

Florida PALM Workbook for DEMO

- Agency Readiness
- Archive (Reference Only Materl...
- Change Analysis
- Data Security and Access Survey
- Inventories
 - Business Processes Inventory
 - Business System Inventory
- Configuration Workbook Inv...
 - Accounts Receivable (AR)
 - Asset Management (AM)
 - Commitment Control (KK)
 - General Ledger (GL)
 - Org Security Rule
 - Payroll (PR)**
 - Project Costing (PC)
 - SpeedKey

567– L-O Share, Review, and Update Configuration Workbooks

Due March 28

Forms Connections Dynamic View

DFS CJIP Funding ☆

Grid View Filter Arial 10 B I U A Σ \$ % .Q .00

Error Message	Configure Value	Business Unit	Employee Name	Appointment ID	Current CJIP FLAIR Account Code	SpeedKey	Comments
• Selected SpeedKey is no longer valid.		43000	Angie Robertson	123456	43000000000000000000000000000000	PYCIDC0038	
		43000	Nikki Klein	789123	43000000000000000000000000000000		
		43000	Vincent Cicco	456789	43000000000000000000000000000000		
	Yes Update						

Forms Connections Dynamic View

DFS FFIP Funding ☆

Grid View Filter Arial 10 B I U A Σ \$ % .Q .00

Error Messages	Configure Value	Business Unit	Employee Name	Appointment ID	Current FFIP FLAIR Account Code	SpeedKey	Comments
		43000	Jordan Nobles	123456	43000000000000000000000000000000		
• Selected SpeedKey is no longer valid.		43000	Tatiana Eubanks	789123	43000000000000000000000000000000	PYSFMF0006	
		43000	Cheyenne Morris	456789	43000000000000000000000000000000		
	Yes Update						



Reminders: Upcoming Due Dates for Current Tasks

March 10

- ✓ 589 – Submit Bimonthly Agency Readiness Status Report

March 14

- ✓ 561 – Remediate Agency Business Systems based on Segment IV
- ✓ 658-D – Submit Data Field Mapping (Location Code)

March 28

- ✓ 567-L-O - Share, Review, and Update Configuration Workbooks
- ✓ 576 - Complete Internal Agency Business System Test and Remediation to Prepare for Cycle 2 - Technical Interface Testing
- ✓ 568 - Create Training Plan for Agency End User Training
- ✓ 536-C - Create Agency Specific User Acceptance Testing Plan
- ✓ 560 - Submit Change Analysis Tool



Questions?



Meet Arya!

- Submitted by Marc Weeks-DOS



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