



Agenda

- ▶ Welcome
- ▶ Account Management and Financial Reporting (AMFR) Open Forum
- ▶ Budget Management (BM) Open Forum
- ▶ Cash Management (CM) Open Forum
- ▶ Wrap Up



WELCOME



Welcome

- ▶ Housekeeping
 - Facilities Logistics
 - Cell Phone on Silent
 - Participant Questions
 - Public Meeting with Published Meeting Minutes
- ▶ Today's Schedule



AMFR OPEN FORUM



AMFR Open Forum

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Parking Lot Items

- ▶ Will agencies be able to produce an agency specific CAFR using the functionality of Florida PALM?
 - *For Pilot, the focus will be on the statewide CAFR. In the future, reporting could include agency specific CAFRs.*
- ▶ Can a larger version of the COA Crosswalk as displayed during AAC Session #1 be provided to participants?
 - *A full page version of the COA Crosswalk as presented during AAC Session #1 will be posted to the website*



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 Planning, Accounting, and Ledger Management

AAC Session 1 Confirmation Working Meeting

05/21/2019

AMFR Open Forum

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Parking Lot Items

- ▶ Will Florida PALM allow the upload of configuration rules for the allocation process?
 - *The ability to upload configuration rules is not delivered functionality of the system.*
- ▶ Can a sample of a Trial Balance Report be made available?
 - *Content of the Trial Balance Report will be discussed during Florida PALM's Chart of Account design activities.*



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Participant Questions

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Parking Lot Items

- ▶ The Dependencies and Constraints section of the narrative for 20.2 Budget Execution and Management did not address Budget Adjustments and Amendments.
 - *The narrative for 20.2 Budget Execution and Management will be updated to reflect Budget Adjustments and Amendments*
- ▶ When will the override of a budget exception for appropriation budget be allowable?
 - *Florida PALM will allow for the override of a budget exception for appropriation budget balances to be controlled by the Division of Accounting & Auditing, and in accordance with current practices.*



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Participant Questions



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CM OPEN FORUM



CM Open Forum

80.2.4 Process InterUnit Cash Transfer

- ▶ The process of transferring Fund cash across agencies or within an agency, that requires budget authority and is not for payments for good and services
- ▶ Provides an approval workflow between the initiating and receiving agency
- ▶ *Now Available:* Florida PALM Website



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InterUnit Transactions

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- ▶ The following are scenarios when two agencies or two funds are included in a transaction that results in an exchange of cash:
 - A – Payment for goods or services when service entity produces billing in Florida PALM
 - B – Payment for goods or services when service entity produces billing and paying entity reviews billing prior to finalizing in Florida PALM
 - C – Payment for goods or services when service entity does not produce billing or record an accounts receivable in Florida PALM
 - D – Payment for goods or services when service entity does not produce billing but does record an accounts receivable in Florida PALM
 - E – Transfers of cash between agencies or between funds within the same agency
 - F – Revenue redistribution between two funds within the same agency



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InterUnit Transactions

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Scenario	Transaction Characteristics	Entity 1 (Billing Entity / Good or Service Provider)	Entity 2 (Paying Entity / Good or Service Receiver)
A - Payment for goods or services when service entity produces billing in Florida PALM	<ul style="list-style-type: none"> • Budget and cash are checked • Uses operating budget authority • Records revenue and expenditure 	(1) Produce billing per 50.2.1 Customer Billing subprocess (3) Receive payment per 60.2.2 AR Deposits	(2) Create voucher per 30.3.1 Process Vouchers subprocess



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InterUnit Transactions

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Scenario	Transaction Characteristics	Entity 1 (Billing Entity / Good or Service Provider)	Entity 2 (Paying Entity / Good or Service Receiver)
D - Payment for goods or services when service entity does not produce billing but does record an accounts receivable in Florida PALM	<ul style="list-style-type: none"> Budget and cash are checked Uses operating budget authority Records revenue and expenditure 	(1) Send billing / request for payment outside of Florida PALM (2) Create accounts receivable per 60.1.1 Record Accounts Receivables (4) Receive payment per 60.2.2 AR Deposits	(3) Create voucher per 30.3.1 Process Vouchers subprocess



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InterUnit Transactions

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Scenario	Transaction Characteristics	Entity 1 (Sending Entity)	Entity 2 (Receiving Entity)
E – Transfers of cash between agencies or between two funds within the same agency	<ul style="list-style-type: none"> Budget and cash are checked May use operating or non-operating budget authority Transfer In and Transfer Out must balance across entities 	(1) Sending entity initiates transfer per 80.2.4 Process InterUnit Cash Transfer subprocess	(2) Receiving entity reviews and approves per 80.2.4 Process InterUnit Cash Transfer subprocess



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InterUnit Transactions

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Scenario	Transaction Characteristics	Agency
F – Revenue redistribution between two funds within the same agency	<ul style="list-style-type: none"> Budget is not checked Cash is checked Revenue budget amounts updated Between two revenue accounts within the same agency Results in a \$0 transaction 	Agency initiates redistribution per 60.2.1 Direct Journal Deposits subprocess



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Participant Questions

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WRAP UP



Wrap Up AAC Session Calendar

Monday	Tuesday	Wednesday	Thursday	Friday
5/6	5/7 Session 1 (9am-4pm)	5/8 Session 2 (9am-4pm)	5/9 Session 3 (9am-4pm)	5/10 Clarification Working Meeting Week 1 (10-11am) (via phone)
5/13	5/14 Session 3 (9am-4pm)	5/15 Session 1 (9am-4pm)	5/16 Session 2 (9am-4pm)	5/17 Clarification Working Meeting for Week 2 (10-11am) (via phone)
5/20	5/21 Clarification Working Meeting for Session 1 Topics (1:30-3:30pm) (in person)	5/22 Clarification Working Meeting for Session 2 Topics (1:30-3:30pm) (in person)	5/23 Clarification Working Meeting for Session 3 Topics (1:30-3:30pm) (in person)	5/24
5/27	5/28	5/29 Clarification Working Meeting All Sessions (10-11am) (via phone)	5/30 Clarification Working Meeting All Sessions (10-11am) (via phone)	5/31 Feedback Form Due



CONTACT INFORMATION

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