

FY2024 Master Calendar of Wake Transit/TPAC Activities

FY25 Work Plan	FY24 and Prior Year Work Plan Amendments	FY24 and Prior Year Quarterly Reporting	FY23 Annual Progress Report	FY24 Master Calendar Development	Wake Transit Tracker Updates
Date	Process	Responsible Party	Lead Agency	Task Description	Other Notes
6/13/23	FY24 Master Calendar Development	Lead Agency	CAMPO	CAMPO develops first draft of the FY25 Master Work Calendar of WT/TPAC activities	CAMPO can coordinate meetings in June/July, if needed
6/14/23	FY24 Master Calendar Development	Lead Agency	CAMPO	Other business item/notice to TPAC members of the development process, copy provided to GoTriangle for review and coordination	TPAC Meeting
6/19/23	Holiday			Juneteenth	
6/27/23	FY24 Master Calendar Development	Lead Agency	CAMPO	Notice of development process given to PD Subcommittee members	PD Meeting
6/29/23	FY24 Master Calendar Development	Lead Agency	CAMPO	Notice of development process given to CE Subcommittee members	CE Meeting
6/30/23	FY24 Master Calendar Development	Lead Agency	GoTriangle	Deadline to submit GoTriangle's comments to CAMPO staff to make revisions. Lead agency staff should meet to discuss any issues the week of June 30th, as needed.	
7/4/23	Holiday			4th of July	
7/25/23	FY24 Master Calendar Development	Lead Agency	CAMPO	Draft FY24 Master Calendar emailed to TPAC and Subcommittee members	CAMPO sends email on or before the 25th - comments due 8/4
8/4/23	FY24 Master Calendar Development	Members	TPAC and Subcommittee Members	Comment deadline from all members	Collected and compiled by CAMPO
8/7/23	FY24 Master Calendar Development	Lead Agency	CAMPO	Revised FY24 Master Calendar is posted with TPAC meeting agenda packet	Posted by CAMPO on TPAC meetings web page
8/16/23	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting *3rd week	
8/16/23	FY24 Master Calendar Development	Lead Agency	CAMPO	Provide the FY24 Amendment Schedule and Master TPAC Calendar to TPAC members	TPAC Meeting

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8/25/23	FY24 and Prior Year Work Plan Amendments	Members	Project Sponsors	Deadline to Submit Amendment Requests for FY24/Q2 Cycle	Submit through the Wake Transit SharePoint
8/29/23	FY24 Master Calendar Development	Lead Agency	CAMPO	Provide the FY24 Amendment Schedule and Master TPAC Calendar to PD members	PD Meeting
8/29/23	FY23 Annual WT Progress Report	Lead Agency	GoTriangle	Kick off Annual Progress Report development process	PD Meeting
8/29/23	FY25 Work Plan Development	Lead Agency	GoTriangle	Initial review of FY23 financial results and presentation of FY25 projected revenues	PD Meeting
8/31/23	FY24 Master Calendar Development	Lead Agency	CAMPO	Provide the FY24 Amendment Schedule and Master TPAC Calendar to CE members	CE Meeting
8/31/23	FY23 Annual WT Progress Report	Lead Agency	GoTriangle	Kick off Annual Progress Report development process	CE Meeting
9/1/23	FY24 and Prior Year Work Plan Amendments	Lead Agency	Project Sponsors	Start of FY24/Q2 Amendment public review period	Sept 1-15 - Minor Sept 1-30 - Major
9/4/23	Holiday			Labor Day	
9/13/23	FY25 Work Plan Development	Lead Agency	CAMPO & GoTriangle	FY25 Wake Transit Work Plan call for projects opens and the TPAC receives kick off presentation (scope, schedule, financial assumptions, updated forms and SharePoint instructions)	TPAC meeting
9/13/23	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting *In-person at CAMPO	
9/22/23	FY24 and Prior Year Work Plan Amendments	Members	CAMPO and GoTriangle to prepare materials	PD Subcommittee review to approve scope/financial disposition for FY24 or prior year amendment requests	PD meeting

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10/11/23	FY24 and Prior Year Work Plan Amendments	Members	CAMPO to prepare materials	TPAC reviews and recommends approval of FY24 or prior year Work Plan amendment requests	TPAC meeting
10/11/23	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting	
10/13/23	FY25 Work Plan Development	Members	Project Sponsors	FY25 Wake Transit Work Plan project funding requests are due submit through SharePoint	CAMPO collects and compiles the submissions
10/24/23	FY23 Annual WT Progress Report	Members	GoTriangle	Present initial content and financial components of the report	PD Meeting
10/24/23	FY25 Work Plan Development	Lead Agency	CAMPO	Present FY25 project funding requests and proposed scope and budget changes; discuss project readiness and prioritization	PD Meeting
10/26/23	FY23 Annual WT Progress Report	Members	GoTriangle	Present draft design components and distribution strategy	CE Meeting
10/31/23	FY24 and Prior Year Quarterly Reporting	Members	Project Sponsors	Submission deadline for FY24/1st quarter reimbursement and project reporting deliverables	N/A
11/3/23	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	CAMPO TCC reviews Work Plan and any applicable TIP amendment requests for recommendation to Executive Board	CAMPO TCC Meeting
11/8/23	FY23 Annual WT Progress Report	Members	GoTriangle	Provide progress update and development schedule with TPAC	TPAC meeting
11/8/23	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting	
11/10/23	Holiday			Veteran's Day	
11/13/23	FY23 Annual WT Progress Report	Members	GoTriangle	Present complete draft FY23 Wake Transit Progress Report to Community Engagement and Program Development Subcommittee members	Joint PD and CE meeting *Week of 11/13/23

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11/16/23	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	CAMPO Executive Board approves Wake Transit Work Plan, and applicable TIP, amendment requests	CAMPO Board Meeting
11/21/23	FY25 Work Plan Development	Members	CAMPO & GoTriangle	Discuss updated financials, and conduct choices and trade-offs discussion, if needed, may recommend projects for inclusion in the FY25 Work Plan	PD Meeting *3rd week
11/22/23	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	GoTriangle Board of Trustees approves Wake Transit Work Plan amendment requests	GoTriangle Board Meeting
11/23/23	Holiday			Thanksgiving (2 days: 11/23 - 24)	
11/30/23	FY24 and Prior Year Quarterly Reporting	Lead Agency	GoTriangle	Send the FY24/1st Quarter Financial and Project Status Report to the TPAC	Send to CAMPO to post on TPAC webpages and to include with next TPAC meeting agenda
12/1/23	FY24 and Prior Year Work Plan Amendments	Members	Project Sponsors	Deadline to Submit Amendment Requests for FY24/Q3 Cycle	Submit through the Wake Transit SharePoint
12/4/23	FY23 Annual WT Progress Report	Members	GoTriangle	Review changes and gather community engagement member feedback, as needed, to finalize the FY23 Wake Transit Progress Report	CE Meeting
12/7/23	FY25 Work Plan Development	Lead Agency	GoTriangle	Review outreach materials for public review of draft FY25 Work Plan	CE Meeting
12/8/23	FY24 and Prior Year Work Plan Amendments	Lead Agency	Project Sponsors	Start of FY24/Q3 Amendment public review period	Dec 8-22 - Minor Dec 8-Jan 5 - Major
12/11/23	FY23 Annual WT Progress Report	Lead Agency	GoTriangle	Submit final FY23 Wake Transit Progress Report to CAMPO for posting with TPAC agenda	Email to Stephanie by 12/noon

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12/13/23	FY23 Annual WT Progress Report	Members	GoTriangle	Provide final FY23 Wake Transit Progress Report to TPAC as information	TPAC meeting CAMPO Updates WT Performance Tracker financials
12/13/23	FY25 Work Plan Development	Lead Agency	CAMPO	Discuss draft FY25 Work Plan development progress and review schedule	TPAC Meeting
12/13/23	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting	
12/15/23	FY23 Annual WT Progress Report	Lead Agency	GoTriangle	Submit final FY23 Wake Transit Progress Report to CAMPO and Wake County	Email to CAMPO and Wake County; post on GoForwardNC.org
12/15/23	FY24 and Prior Year Work Plan Amendments	Members	CAMPO and GoTriangle to prepare materials	PD Subcommittee approves scope/financial disposition for FY24 or prior year amendment requests	PD Meeting
12/15/23	Wake Transit Tracker Update	Lead Agency	CAMPO	Complete a financial update to the Wake Transit Tracker to reflect the audited totals included in the FY23 Annual Report	Notice given at CE and TPAC meeting
12/19/23	FY25 Work Plan Development	Members	CAMPO	Optional PD meeting date to further discuss and recommend projects for inclusion in the FY25 Work Plan	PD Meeting *3rd week
12/25/23	Holiday			Christmas (3 days: 12/25 - 27)	
1/1/24	Holiday			New Year's Day	
1/4/24	FY25 Work Plan Development	Lead Agency	GoTriangle	1st review of outreach materials for public review of draft FY25 Work Plan	CE Meeting
1/10/24	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting	
1/15/24	Holiday			MLK Jr. Birthday	
1/18/24	FY24 and Prior Year Work Plan Amendments	Members	CAMPO to prepare materials	TPAC reviews and recommends approval of FY24 or prior year Work Plan amendment requests	TPAC meeting

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1/23/24	FY25 Work Plan Development	Lead Agency	CAMPO	Discuss draft FY25 Work Plan with PD subcommittee members	PD Meeting
1/25/24	FY25 Work Plan Development	Lead Agency	GoTriangle	2nd review of outreach materials for public review of draft FY25 Work Plan	CE Meeting
1/26/24	FY25 Work Plan Development	Lead Agency	CAMPO	Distribute complete Draft FY25 Work Plan to TPAC membership and GoTriangle Engagement team	
1/31/24	FY24 and Prior Year Quarterly Reporting	Members	Project Sponsors	Submission deadline for FY24/2nd quarter reimbursement and project reporting deliverables	
2/2/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	CAMPO TCC reviews Work Plan, and any applicable TIP, amendment requests for recommendation to CAMPO Executive Board	TCC Meeting
2/9/24	FY25 Work Plan Development	Lead Agency	GoTriangle	3rd review of outreach materials for public review of draft FY25 Work Plan with draft messaging	CE Meeting* (special meeting on Work Plan materials finalization)
2/15/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	CAMPO Executive Board approves Wake Transit Work Plan and applicable TIP amendment requests	CAMPO Board Meeting
2/21/24	FY25 Work Plan Development	Members	CAMPO & GoTriangle	Present the draft FY25 Work Plan and TPAC approves its release for 30-day public comment period	TPAC Meeting
2/21/24	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting *3rd week, in-person at CAMPO	
2/22/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	GoTriangle Board of Trustees approves Wake Transit Work Plan amendment requests	GoTriangle Board Meeting

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2/22/24	FY25 Work Plan Development	Members	CAMPO	Receive outreach material tool kit and guidance to support public review of draft FY25 Work Plan	CE Meeting
2/23/24	FY24 and Prior Year Work Plan Amendments	Members	Project Sponsors	Deadline to Submit Amendment Requests for FY24/Q4 Cycle	Submit through the Wake Transit SharePoint
2/26/24	FY25 Work Plan Development	Lead Agency	GoTriangle	30-day public review and comment period for the draft FY25 Wake Transit Work Plan runs 2/26-3/26	GoTriangle to collect and email comments to CAMPO weekly
2/27/24	FY24 and Prior Year Work Plan Amendments	Members	CAMPO and GoTriangle to prepare materials	PD Subcommittee approves scope/financial disposition for FY24 or prior year amendment requests	PD Subcommittee meeting
2/29/24	FY24 and Prior Year Quarterly Reporting	Lead Agency	GoTriangle	Send the FY24/2nd Quarter Financial and Project Status Report to the TPAC	Send to CAMPO to post on TPAC webpages and to include with next TPAC meeting agenda
3/7/24	FY25 Work Plan Development	Lead Agency	CAMPO	Provide a progress update to the CAMPO TCC on FY25 Work Plan development and upcoming activities leading to adoption	TCC Meeting
3/8/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	Project Sponsors	Start of FY24/Q4 Amendment public review period	Mar 8-22 - Minor Mar 8-Apr 5 - Major
3/13/24	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting	
3/15/24	FY25 Work Plan Development	Members	Project Sponsors	Due date for updated/modified FY25 Work Plan funding requests GoTriangle to update forms and SharePoint instructions as needed	CAMPO to collect and compile the submissions
3/20/24	FY25 Work Plan Development	Lead Agency	CAMPO	Provide a progress update to the CAMPO Executive Board on FY25 Work Plan development and upcoming activities leading to adoption	CAMPO Board Meeting

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3/26/24	FY25 Work Plan Development	Lead Agency	CAMPO & GoTriangle	End of 30 public review period for draft FY25 Work Plan	CAMPO receives all comments and creates response matrix, GoTriangle compiles engagement summary report for presentation
3/26/24	FY25 Work Plan Development	Lead Agency	CAMPO & GoTriangle	Discuss public comment matrix, proposed financial and project updates to the draft Work Plan in preparation of developing the recommended FY25 Work Plan	PD Meeting
3/27/24	FY25 Work Plan Development	Lead Agency	CAMPO	Provide a progress update to the GoTriangle Board of Trustees on FY25 Work Plan development and upcoming activities leading to adoption	GoTriangle Board Meeting
3/28/24	FY25 Work Plan Development	Members	CAMPO & GoTriangle	Discuss initial engagement results and public review period strategy for the recommended FY25 Work Plan	CE Meeting
3/28/24	FY25 Work Plan Development	Members	CAMPO	Review draft engagement materials and strategy for recommended FY25 Work Plan	CE Meeting
3/29/24	Holiday			Good Friday	
3/31/24	Wake Transit Tracker Update	Lead Agency	CAMPO	Complete a mid-year update of the Tracker focused on incorporating approved Work Plan amendments and updated dashboard with available data	Notice given at CE and TPAC meeting
4/5/24	FY25 Work Plan Development	Lead Agency	CAMPO	Distribute the recommended FY25 Wake Transit Work Plan to TPAC including agreement groupings and reporting deliverables	
4/17/24	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting *3rd week, in-person at CAMPO	
4/17/24	FY24 and Prior Year Work Plan Amendments	Members	CAMPO to prepare materials	TPAC reviews and recommends approval of FY24 or prior year Work Plan amendment requests	At TPAC meeting (3rd week of month)
4/17/24	FY25 Work Plan Development	Members	CAMPO & GoTriangle	TPAC reviews 30-day engagement summary and the recommended FY25 Wake Transit Work Plan including agreement groupings and reporting deliverables, 14-day engagement strategy, and materials before releasing it for a 14-day public comment period	TPAC Meeting

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Date	Process	Responsible Party	Lead Agency	Task Description	Other Notes
4/30/24	FY24 and Prior Year Quarterly Reporting	Members	Project Sponsors	Submission deadline for FY24/3rd quarter reimbursement and project reporting deliverables	
5/1/24	FY25 Work Plan Development	Lead Agency	CAMPO & GoTriangle	Start of 14-day public review and comment period for the recommended FY25 Work Plan: runs 5/1-5/14	GoTriangle to collect and email comments to CAMPO weekly
5/2/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	CAMPO TCC reviews Work Plan, and any applicable TIP, amendment requests for recommendation to CAMPO Executive Board	TCC Meeting
5/14/24	FY25 Work Plan Development	Lead Agency	CAMPO & GoTriangle	End of 14-day public review and comment period for the recommended FY25 Work Plan	CAMPO receives all comments and creates response matrix, GoTriangle adds data from recommended review period to FY25 Work Plan engagement summary report
5/14/24	FY25 Work Plan Development	Lead Agency	GoTriangle	Draft FY25 Work Plan Engagement summary report due to CAMPO for finalization	GoTriangle provides draft report and presentation slides
5/15/24	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting *3rd Week	
5/15/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	CAMPO Executive Board approves Wake Transit Work Plan and applicable TIP amendment requests	CAMPO Board Meeting
5/22/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	GoTriangle Board of Trustees approves Wake Transit Work Plan amendment requests	GoTriangle Board Meeting
5/24/24	FY24 and Prior Year Work Plan Amendments	Members	Project Sponsors	Deadline to Submit Amendment Requests for Special Period of Performance Request Cycle	Submit through the Wake Transit SharePoint
5/27/24	Holiday			Memorial Day	

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5/28/24	FY25 Work Plan Development	Members	CAMPO	Receive public review period findings, draft engagement summary and next steps to adoption	PD Meeting
5/30/24	FY25 Work Plan Development	Members	CAMPO	Receive public review period findings, initial engagement summary and next steps to adoption	CE Meeting
5/31/24	FY24 and Prior Year Quarterly Reporting	Lead Agency	GoTriangle	Send the FY24/3rd Quarter Financial and Project Status Report (including annual art funding overview and real estate report) to the TPAC	Send to CAMPO to post on TPAC webpages and to include with next TPAC meeting agenda
6/6/24	FY25 Work Plan Development	Lead Agency	CAMPO	CAMPO TCC reviews and recommends adoption of the FY25 Wake Transit Work Plan Operating and Capital Budgets to CAMPO Executive Board	TCC Meeting
6/7/24	FY25 Work Plan Development	Lead Agency	CAMPO & GoTriangle	GoTriangle staff finalize and submit the FY25 Work Plan Engagement Summary Report to CAMPO, CAMPO to finalize FY25 Work Plan and presentation	For use at CAMPO and GoTriangle board meetings
6/12/24	FY24 and Prior Year Work Plan Amendments	Members	CAMPO to prepare materials	TPAC reviews and recommends approval of Work Plan project agreement period of performance (POP) extensions	At TPAC meeting
6/12/24	TPAC Meeting	Lead Agency	CAMPO	TPAC Meeting	
6/19/24	Holiday			Juneteeth	
TBD	FY25 Work Plan Development	Lead Agency	CAMPO	CAMPO Executive Board adopts the FY25 Wake Transit Work Plan Operating and Capital Budgets	CAMPO Board Meeting
6/26/24	FY25 Work Plan Development	Lead Agency	CAMPO	GoTriangle Board of Trustees adopts the FY25 Wake Transit Work Plan Operating and Capital Budgets	GoTriangle Board Meeting
7/25/24	FY26 Work Plan Development		GoTriangle	Conduct the annual Wake Transit Engagement Activities After-Action Review and CE Policy review	Scheduled by GoTriangle in July/1st week of August

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7/31/24	FY24 and Prior Year Quarterly Reporting	Members	Project Sponsors	Submission deadline for FY24/4th quarter reimbursement and project reporting deliverables	
8/1/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	CAMPO TCC reviews and recommends approval of Work Plan Period of Performance (POP) Extensions	CAMPO TCC Meeting
8/21/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	CAMPO Executive Board approves Work Plan Period of Performance (POP) Extensions	CAMPO Board Meeting
8/28/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO to prepare materials	GoTriangle Board of Trustees approves Work Plan Period of Performance (POP) Extensions	GoTriangle Board Meeting
8/31/24	FY24 and Prior Year Work Plan Amendments	Lead Agency	CAMPO	Update FY24 and applicable prior year Work Plans with Board approved amendments	Complete the update with POP decisions (Can start on prior quarters much earlier.)
8/31/24	Wake Transit Tracker Update	Lead Agency	CAMPO	Complete the primary annual update of the Tracker to reflect the information adopted in the annual Work Plan and any approved amendments since the mid-year update	Notice given at CE and TPAC meeting
8/31/24	FY24 and Prior Year Quarterly Reporting	Lead Agency	GoTriangle	Send the FY24/4th Quarter Financial and Project Status Report (including annual art funding overview and real estate report) to the TPAC	Send to CAMPO to post on TPAC webpages and to include with next TPAC meeting agenda