

FY 2025, Quarter 4, Requested Wake Transit Work Plan Amendments

REQUESTED MAJOR/MINOR AMENDMENTS

Project ID #	Agency	Project Title	FY 24 Original Funding Allocation	FY 25 Original Funding Allocation	FY 25 Requested Funding Allocation	FY 25 Funding Impact	Reason for Major/Minor Amendment Status
Operating Budget Amendment Requests							
TO005-CJ	City of Raleigh	Low Income Fare Pass	\$ -	\$ 1,200,000	\$ 2,179,000	\$ 979,000	Major Amendment: The Transit Assistance Program (TAP) provides free fares to low-income riders across the GoRaleigh (fixed route and Access) and GoTriangle systems after the introduction of fares in FY25. This amendment requests an additional \$979,000 to cover costs in FY25.
TO005-CI	GoTriangle	Low Income Fare Pass	\$ -	\$ 275,439	\$ 375,439	\$ 36,000	Major Amendment: The Transit Assistance Program (TAP) provides free fares to low-income riders across the GoTriangle and GoRaleigh systems after the introduction of fares in FY25. This amendment for GoTriangle requests an additional allocation of \$100,000 to this project. \$42,000 of this amount would come from a budget transfer from the Youth GoPass project (TO005-L1), and \$22,000 would come from a budget transfer from the Maintenance of Mobile Ticketing Software project (TO005-Y), totaling \$64,000 in budget transfers. The remaining sum of \$36,000 would come from a fund balance transfer.
Total Operating Funding Impact						\$ 1,015,000	

Distributed for Public Comment on 03/07/2024

Public Comments Accepted Through 04/04/2025

Submit all comments to Steven Mott, Senior Wake Transit Planner - steven.mott@campo-nc.us

Wake Transit Project ID #
TO005-CJ

FY 2025
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2024

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$500,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Plan;
- c. Changes to periods of performance for project funding agreements tying to capital project funding allocations for implementation elements in the applicable Work Plan;
- d. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Plan;
- e. Changes in scope for implementation elements programmed in future fiscal years;
- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
- g. Any amendment that requires a transfer of funds between or among implementation elements in separate funding subcategories (i.e., bus stop improvements, maintenance facility improvements, park-and-ride improvements, and transit center/transfer point improvements) within the bus infrastructure funding category in the applicable Work Plan; and
- h. Any other change that does not meet any of the criteria of a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
- e. A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000
- f. Any change that requires a change in budgeted reserves or fund balance

These definitions are based on the Wake Transit Work Plan Amendment Policy Update (Draft 2023), which gives more clarity to the definitions without changing their meaning. The Amendment Policy Update has been approved by the TPAC and will go to the Wake Transit Governing Boards in the Fall of Calendar Year 2023.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Transit Assistance Program	City of Raleigh	Taylor Cooleen, Senior Transit Planner	Base Year	\$ 2,179,000
		taylor.cooleen@raleighnc.gov	Recurring	\$ 16,972,216
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
7/1/2024	Ongoing		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
<p>The Transit Assistance Program (TAP) provides free fares to low-income riders across the GoRaleigh (fixed route and Access) and GoTriangle systems after the introduction of fares in Q2 of FY25. This amendment requests an additional \$979,000 to cover costs in FY25. The increase of \$979,000 in funding for this fiscal year, since the original request is lower than needed.</p>				
1. Enter Wake Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TO005-CJ	Low Income Fare Pass	Bus Operations - Other Bus Service	\$ 979,000	No Change	Increase of \$979,000 to cover higher than expected ridership and usage of program. Future costs have been included in the FY26 requests.
TOTAL			\$ 979,000	\$ -	

2. Wake Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
N/A	N/A	N/A	N/A	N/A	N/A
TOTAL			\$ -	\$ -	

3. Impact on Transit Plan Project Costs				
From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan.	Estimated Operating Cost		Current Year	\$ 979,000
			Recurring	\$ -
	Estimated Capital Cost		Base Year	N/A
			Cumulative	N/A

Project Justification / Business Case Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

This request is for 9 months worth of funding, as fares were not fully reinstated in Raleigh until October 2024. This year is quarters 2-4 with it to be annualized in future years.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If this request is funded it will continue to serve our low-income population of riders, and provide additional funding to Raleigh to cover an increase in TAP ridership. If this request is not funded additional funds may be needed for our operating projects due to the loss of the fare revenue that offsets the operating cost and the continuation of the TAP program could be in jeopardy.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

a)	N/A
b)	N/A
c)	N/A

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

Actuals and documentation are included in the additional sheet.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2025 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2025 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other: Fare Program	2,179,000	2,657,000	2,723,425	2,791,511	2,861,298	2,932,831	3,006,152
Other			-	-	-	-	-
Subtotal: Bus Operations	2,179,000	2,657,000	2,723,425	2,791,511	2,861,298	2,932,831	3,006,152
Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ 2,179,000.00	\$ 2,657,000.00	\$ 2,723,425.00	\$ 2,791,510.63	\$ 2,861,298.39	\$ 2,932,830.85	\$ 3,006,151.62

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

The running average for TAP on fixed routes has been about \$195,000 a month (\$194,105.75 to be exact). For this year we are only requesting reimbursement for October 2024 onward, making the request for 9 months instead of the entire year. 9 months at this average is about \$1,755,000. When including the Access program, the prorated amount for the year would be about \$432,000, since fares restarted in December. This makes our total ask \$2,179,000. Numbers and documentation are included on other sheet.

Fixed Route Actuals	Oct-24	Nov-24	Dec-24	Jan-25
Fare Costs (with fare caps)	\$ 212,007.00	\$ 199,036.00	\$ 192,796.75	\$ 184,869.25
TAP Ridership	348,127	319,441	328,160	325,613

GoRaleigh FR Running

Average (Sept onward)	\$ 194,105.75
9 months at Average	\$ 1,746,951.75
9 months at Highest (Oct)	\$ 1,908,063.00

TAP Access

(estimate for a full year)	\$ 739,861.00
Prorated for 7 months	\$ 431,585.58

Fixed Route + Access TAP	\$ 2,178,537.33
High Value	\$ 2,339,648.58

Original Ask - FY25	\$ 1,200,000.00
Delta	\$ (978,537.33)

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TO005-CI

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New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
			Base Year	\$ 36,000
Low Income Fare Pass	GoTriangle	Austin Stanion astanion@gotriangle.org	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
	Ongoing		Base Year	\$ -
			Cumulative	\$ -

Project Description Enter below a summary of the project amendment and impact on approved plan.

In Spring of 2023, GoTriangle's board of trustees directed staff to return to fare collection in July 2024 and launch a new low-income fare program. The low-income program was later branded the Transit Assistance Program, or TAP.

Based on research of other low-income programs across the county, GoTriangle and GoRaleigh collaborated on the development of the TAP program with the goal of reducing barriers to access for low-income riders, and reducing staff resources needed for administration of the program. The Transit Assistance Program was launched in July 2024 coinciding with GoTriangle's return to fares.

The TAP program was received enthusiastically by riders; over 12,000 individuals have benefited from the program on GoTriangle or GoRaleigh since July 2024. The TAP benefit accounts for about 40% of GoTriangle's ridership. This level of adoption is in line with 2023 rider survey data which found that 51% of GoTriangle riders reported their income at or below \$35,000.

Due to the robust adoption of the TAP program, GoTriangle is seeking increased funding for the program in all three counties based on TAP ridership across each county. To accommodate this need for support, GoTriangle is proposing to transfer \$42,000 from Youth GoPass and \$22,000 from Fare Collection Technology (\$64,000 Total) to the TAP program in FY25 in Wake.

Beyond these transfers GoTriangle anticipates requiring an additional \$36,000 to cover the TAP program in Wake County for the remainder of FY25. This estimate is based on actual program use data from Q1 and Q2.

Summary of Project Requests

1. Enter Wake Transit Project ID(s) to Increase

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
WO.TOP.GOT.TO005CI	Low Income Fare Pass		\$ 100,000		
TOTAL			\$ 100,000	\$ -	

2. Wake Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
WO.TOP.GOT.TO005L	Youth GoPass		-\$42,000		Youth GoPass - Decrease budget by \$42,000. Mobile Ticketing Software - Decrease budget by \$22,000.
WO.TOP.GOT.TO005Y	Mobile Ticketing Software		-\$22,000		
TOTAL			\$ (64,000)	\$ -	

3. Impact on Transit Plan Project Costs

From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan.	Estimated Operating Cost	Current Year	\$ 36,000
		Recurring	
	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

Project Justification / Business Case Provide responses to *EACH* of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

FY25

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If funded, GoTriangle will have sufficient funds to provide the TAP benefit for riders in Wake County.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

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- a)
- b)
- c)

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Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other: Low Income Pass	100,000						
Other: Youth GoPass	(42,000)		-	-	-	-	-
Other: Mobile Ticketing Software	(22,000)		-	-	-	-	-
TOTAL OPERATING COSTS	\$ 36,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

CAPITAL COSTS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-

Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Grant Contribution	-	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

Q3 and Q4 TAP expenses projected based on Q1 and Q2 actuals. This amendment does not impact previously submitted FY26 budget proposal.