

FY2018-2022 TIP Development Calendar

Deadline	Responsible	Task	Comment
End of July 2016	COMPASS Staff	Call agencies to set up outreach meetings.	Coordinate with participating agencies.
End of August 2016	COMPASS Staff	Remind member agencies that have not yet set up meetings.	Via telephone and/or emails.
September 7, 2016	COMPASS Staff and Rural Agency Staff	Rural Prioritization Workgroup - 6 th Annual Rural Coordination meeting.	Meeting at 3:30 in Greenleaf City Hall.
Mid-September 2016	COMPASS Staff	Remind member agencies that have not yet set up meetings.	Via telephone and/or emails.
September 28, 2016	RTAC	Recommend updated COMPASS application criteria	
October 17, 2016	COMPASS Board	Approve COMPASS application criteria	
October 18, 2016	COMPASS Staff	Call for projects.	Via email, post on website.
November 28, 2016	LHRIP Applicants	Applications are due to LHTAC.	
November 30, 2016	COMPASS Phase I Applicants	Phase I applications are due to COMPASS.	Via email.
December 2016	ITD Staff	Solicitation of executive direction for the FY2018-2022 Update.	
End of December 2016	ITD Staff	Open call for transit projects through statewide competition.	Via ITD website.
January 9, 2017	STP-Urban and Bridge Applicants	Applications are due to LHTAC.	
January 19, 2017	LHSIP Applicants	Applications are due to LHTAC.	
Mid-January 2017	FTA Applicants (Statewide Competition)	Submit pre-applications to ITD.	All instructions and pre-application form are on ITD's website.
January 20, 2017	COMPASS Phase II Applicants	Phase II applications are due to COMPASS.	Via email.
End of January 2017	FTA Applicants (Statewide Competition)	Mandatory coordination meetings.	Arranged by ITD.
February 8, 2017	RTAC (optional)	Workshop for detailed application information and discussion.	
Mid-February 2017	ITD Staff	Publish Draft ITIP.	COMPASS staff reviews starting point of update.
February 22, 2017	RTAC	Rank FHWA projects and CIM Implementation Grants.	
End of February 2017	Transit Applicants (Statewide Competition)	Full application due.	All instructions and application forms on ITD's website.
March 8, 2017	RTAC (optional)	Workshop to review staff funding recommendations based on priorities.	
March 20, 2017	ITD District Staff ITD TP Staff COMPASS	Input new projects and changes into OTIS	Staff
March 27, 2017	COMPASS Staff	Notify ICC review meeting.	Notify at least 30 days in advance.
March 29, 2017	RTAC	Recommend approval of draft programs.	Based on priority recommendations from RTAC on FHWA applications and CIM Implementation grants.
March 31, 2017	COMPASS Staff	Forward transit priorities to ITD.	
April 10, 2017	COMPASS Staff	Complete and submit ITIP forms to ITD District Staff. Submit transit changes to ITD TP.	ITD forms 1150 and 2435 and a project map must be forwarded to ITD. (Requested extension)

Deadline	Responsible	Task	Comment
April 1, 2017	ITD D-3	Provide list of possible capital projects – new, advance, delay	
April 2017	ITD Staff for FTA competitive funds	Review and recommend funded FTA projects in statewide competition.	PTAC
April 2017	ITD Headquarters Staff	Disseminate ITIP program.	COMPASS staff completes initial review of ITD's data.
April 6, 2017	COMPASS Staff, ITD Staff	MPO and Statewide Balancing meetings.	Prepare final changes for TIP Update.
April 12, 2017	COMPASS Staff	Send ICC packet with draft project list.	Provide information for meeting at least 15 days in advance.
April 2017	COMPASS Staff	Check if changes to the programs affect Air Quality Conformity Demonstration process.	
April 27, 2017	ICC	Review draft list of projects.	
May 1, 2017	COMPASS Staff	Notify ICC final meeting	Notify at least 30 days in advance.
Early May 2017	ITD Headquarters Staff	Disseminate ITIP program for review.	COMPASS staff completes second review of ITD's data.
Early May 2017	COMPASS Staff, Urban/TMA Balancing	Prioritize funding requests in Ada and Canyon Counties for End-of-Year program.	For FY2017-2020 TIP, via balancing committees.
May 17, 2017	COMPASS Staff	Send ICC packet with final project list.	Provide information for meeting at least 15 days in advance.
May 24, 2017	RTAC	Recommend priorities for End-of-Year program funding requests in Ada and Canyon Counties.	For FY2017-2020 TIP, via RTAC.
May 24, 2017	RTAC	Review Draft FY2018-2022 TIP project list.	
June 20, 2017	COMPASS Board	Approve priorities for End-of-Year program funding requests in Ada and Canyon Counties.	For FY2017-2020 TIP, via COMPASS Board.
June 1, 2017	ICC	Approve final list of projects.	Request flexibility to amend list via email after ITD's decision on strategic initiatives and early development projects.
June 12, 2017	COMPASS Staff	Prepare TIP project list and air quality technical information for release for public comment	
June 19, 2017	COMPASS Board	Review Draft FY2018-2022 TIP prior to open public comment period.	
June 21-22, 2017	IT Board	IT Board approves Draft ITIP programs for release to public.	Critical date for selection of strategic initiatives and early development projects.
June 23, 2017	COMPASS Staff	Follow up with ICC regarding final recommendations for strategic initiatives and early development projects.	Start model runs for conformity.
July 1, 2017	Member Agency Staff (sponsors)	Begin FY2017 funding sweep (development).	All reviews must still occur, meaning documentation must be submitted no later than June 1, 2017 for development projects.
July 3 through August 1, 2017	COMPASS Staff and ITD Staff	Public comment period	Follow the TIP Public Involvement Plan.
August 1, 2017	Member Agency Staff (sponsors)	End FY2017 funding sweep (construction).	All reviews must still occur, meaning documentation must be submitted no later than July 1, 2017 for construction projects.
August 9, 2017	RTAC	Review public comments and recommend Draft FY2018-2022 TIP project list.	

Deadline	Responsible	Task	Comment
August 21, 2017	COMPASS Board	Review public comments and approve final FY2018-2022 TIP documents.	
August 25, 2017	COMPASS Staff	Forward approved copies of FY2018-2022 TIP document and Air Quality Conformity Demonstration to ITD, FHWA, and FTA.	Via U.S. mail and email.
September 20-21, 2017	IT Board	Approval of FY2018-2022 ITIP.	
End of September 2017	COMPASS Staff and ITD Staff	Review for final changes through the "mirroring" process.	
End of October 2017	ITD Staff	Submit final approved ITIP to FHWA/FTA/EPA.	
End November 2017	FHWA/FTA/EPA	Final TIP/ITIP federal approval.	Feds have 30 days from receipt to approve.

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