

DRAFT TFM Timeline

FY 2025 TFM 2-4700 Timeline*	Date	Comments
DRAFT #1		
<i>Internal Stakeholder Review (March -June)</i>		
Send out prior year version for review & comments to FRAD and GFAB	3/14/2024	
Set up meetings with entities to discuss guidance changes		
Set up meetings with GAO to discuss guidance changes		
Provide a monthly status to CRT members.		
Internal Stakeholder comments due date	6/24/2024	
FR Staff Management Review - Draft #1 comments.	6/27 to 7/8	Any comments from this Management Review are to be addressed prior to submission of the draft to the stakeholders.
DRAFT #2		
<i>Stakeholders Review</i>		
<i>Send out Draft #2 for comment to the following:</i>		
OFAS & OMB copies of TFM for review (via email)	7/9/2024	
Audit community (via email). Kelly McFadden is the POC & she will distribute the documents to the audit community.		
Federal entities (Connect.gov)		Set up CRT meeting to discuss changes for FY25
Stakeholders comments due date (COB)	7/23/2024	
TFM POCs incorporated any applicable changes into their assigned appendices.	7/23 to 7/26	
FR Staff Management Review - Draft #2 comments.	7/29 to 8/2	
DRAFT #3		
<i>GAO Review</i>		
<i>Send out Draft #3 to GAO (via email)</i>	8/5/2024	
GAO comments due date	8/23/2024	
TFM POCs incorporated any applicable changes into their assigned appendices.	8/26 to 8/30	
Management Review - Draft #3 GAO comments	9/3 to 9/10	Signatures required from FRAD Management for Final Draft.
Final Draft		
<i>Master copy given to TFM Editors & OCC</i>	9/12/2024	
TFM Coordinator provides Final TFM for website		
Receive and coordinate any additional comments and Editors changes		
Execute final review before publication		
TFM workflow is approved by all parties	10/1/2024	
TFM Editors post to the website		
Authorize the GTAS system administrators to send users a global notification that the 2025 TFM is published.	11/5/2024	Send CRT and GTAS email blast announcing publication.

Attachment A

Points of Contact

Main Chapter - Teri Magers

Appendix 1 - Teri Magers

Appendix 2 - Luke Sheppard

Appendix 3 - Mallorie Davis

Appendix 4 - Mallorie Davis

Appendix 5 - Jason Chichester

Appendix 6 - Vivian Fitzgerald

Appendix 7 - Vivian Fitzgerald

Appendix 8 - Lisa Midcap

Appendix 9 - James Full, Jacki Parsons

Appendix 10 - Lisa Midcap