

May

- 5/1: FY25 DMO Plan, copy of Bylaws, copy of motion approving Plan, and signed Certificate of Compliance are due in online platform. Updated Certificate of Liability Insurance/Endorsement must be submitted.
- 5/2 - 5/3: Destination MT reviews and readies for TAC review.
- 5/3 – 5/14: TAC reviews and submits comments.
- 5/15 – 5/22: TAC comments are viewable to the DMOs. Necessary updates are made.
- 5/23: 1<sup>st</sup> call with TAC Marketing Committee to review and recommend approvals of DMO plans. Plans not recommended for approval during this call will make recommended changes by Committee prior to 5/29 Committee call.
- 5/23 – 5/29: DMOs make changes to any Plan not recommended for approval during call.

June

- 5/29: 2<sup>nd</sup> call with TAC Marketing Committee to review and approve any revised DMO plans. *If not approved during this call, the plan will not be approved during the full TAC meeting June 4 - 5.*
- 5/29 – 5/30: Destination MT prepares and distributes documentation for TAC meeting.
- 6/4 – 6/5: TAC Meeting: DMOs present FY25 Plan summaries for TAC full board approval.
- 6/6 – 6/14: Letter of Intent and Plan approval letters to DMOs prepared and distributed by Destination MT on behalf of the TAC Chair

July -  
Aug

- Destination MT prepares the FY25 annual contract for signature.
- Contract signed by authorized representative and returned by August 15.
- Contract must be signed and returned prior to any FY25 funds being sent.
- Destination MT uploads approved FY25 DMO plans to the [Brand MT](#) website.

