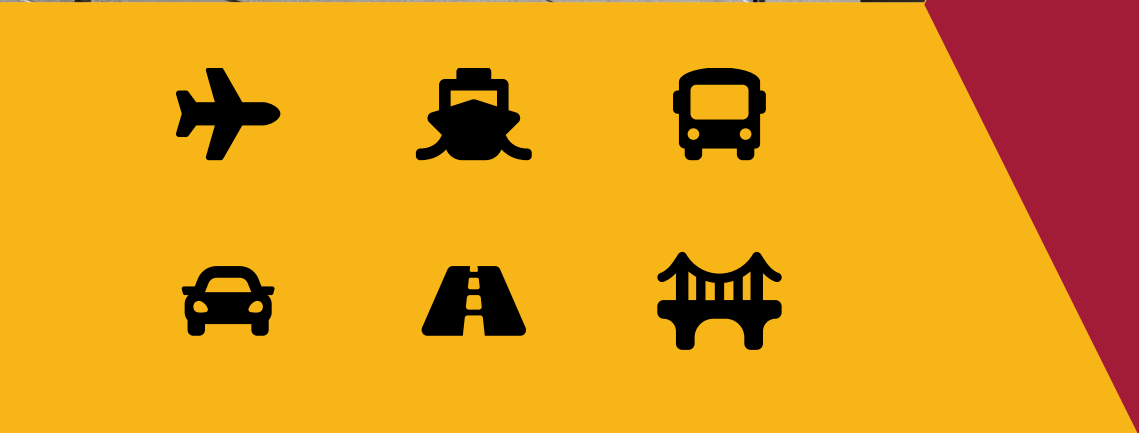


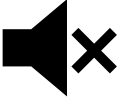





TIP/STIP Overview Process

Office of Planning, Programming
and Project Delivery



Welcome to Today's TIP/STIP Webinar!

- GoToWebinar platform
- Webinar is being recorded and will be posted to the [MDOT YouTube channel](#), [MDOT Regional Planning](#) and [MDOT Federal Grants](#) webpages
- Please stay on Mute  until Q&A portion
- Type your questions into the **Questions/Chat Box** during the presentation
- During Q&A, use Raise Hand  function and unmute yourself  
- Sign up for the MDOT Grants Newsletter at mdot.Maryland.gov/IJAgants
- Learn how to get your federal funds programmed!



Why you're here

- Federal Discretionary Grant – Since its passage, IIJA has made ~\$150M in federal funding available to localities nationwide
- TIP and STIP amendments requirements
- MDOT and MPO partners in the process
- Learn how to gain access to your federal funds



POLLING





MDOT: At a Glance

Modal Administrations

- The Secretary's Office – *Regional Planning*
- Maryland State Highway Administration – *Regional and Intermodal Planning Division*
- Maryland Transit Administration – *Capital Programming and Asset Management*
- Maryland Aviation Administration
- Maryland Motor Vehicle Administration
- Maryland Port Administration

Authorities

- The Maryland Transportation Authority
- Washington Metropolitan Transit Authority (WMATA)

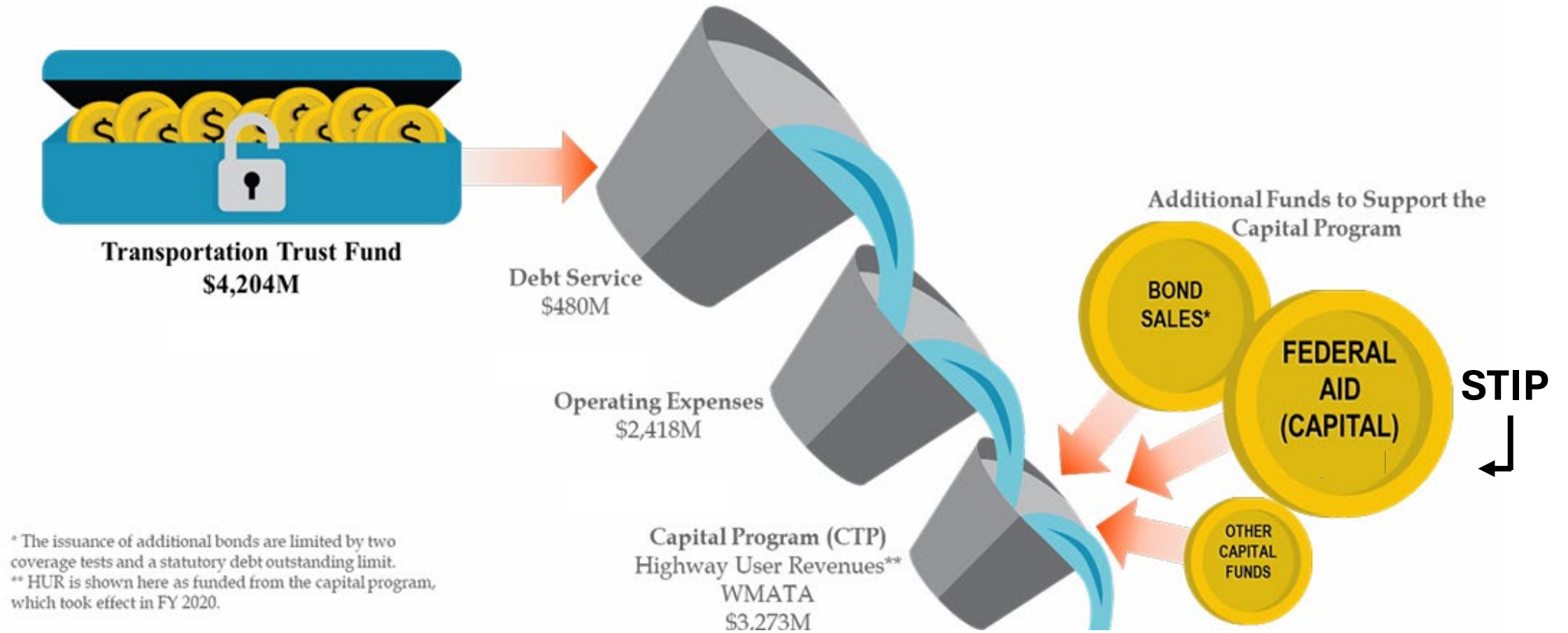


MDOT's Roles & Responsibilities

- The Regional Planning team ensures that state, local, regional and federal agencies work **collaboratively on transportation planning and programming** of projects, programs and policies that use federal funding.
- Regional planning works **closely with both urban and rural areas**, including participation with federally required Metropolitan Planning Organizations (MPOs), rural regional entities, and local jurisdictions.
- The team also compiles the Statewide Transportation Improvement Program (STIP), which ensures access to our **federal dollars**.



MDOT Funding Structure



* The issuance of additional bonds are limited by two coverage tests and a statutory debt outstanding limit.

** HUR is shown here as funded from the capital program, which took effect in FY 2020.

Planning Provisions Under the Bipartisan Infrastructure Law (BIL)

- BIL enacted as the Infrastructure Investment and Jobs Act (IIJA), continues planning programs that provide funding and set procedural requirements for multimodal transportation planning in metropolitan areas and states that result in long-range plans and short-range programs of transportation investment priorities.





Select Grant Opportunities

- Safe Streets and Roads for All (SS4A)
- Rebuilding American Infrastructure with Sustainability and Equity (RAISE)
- Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT)
- Charging and Fueling Infrastructure (CFI)
- LowNo & Bus/Bus Facility (BBF)
- Reconnecting Communities
- Bridge Investment Program



Metropolitan Planning Organization (MPO)

- A federally-mandated and federally-funded transportation policy-making organization made up of representatives from local governments and governmental transportation authorities.
- MPOs are responsible for:
 - promoting an integrated approach to regional transportation planning
 - organizing, overseeing, developing, managing, and adopting various plans and programs, such as the Long-Range Transportation Plan (LRTP) and short-term Transportation Improvement Program (TIP), and Unified Planning Work Program (UPWP)
 - planning, programming, and coordinating federal highway, transit, and other investments.










Metropolitan Planning Organization (MPO)

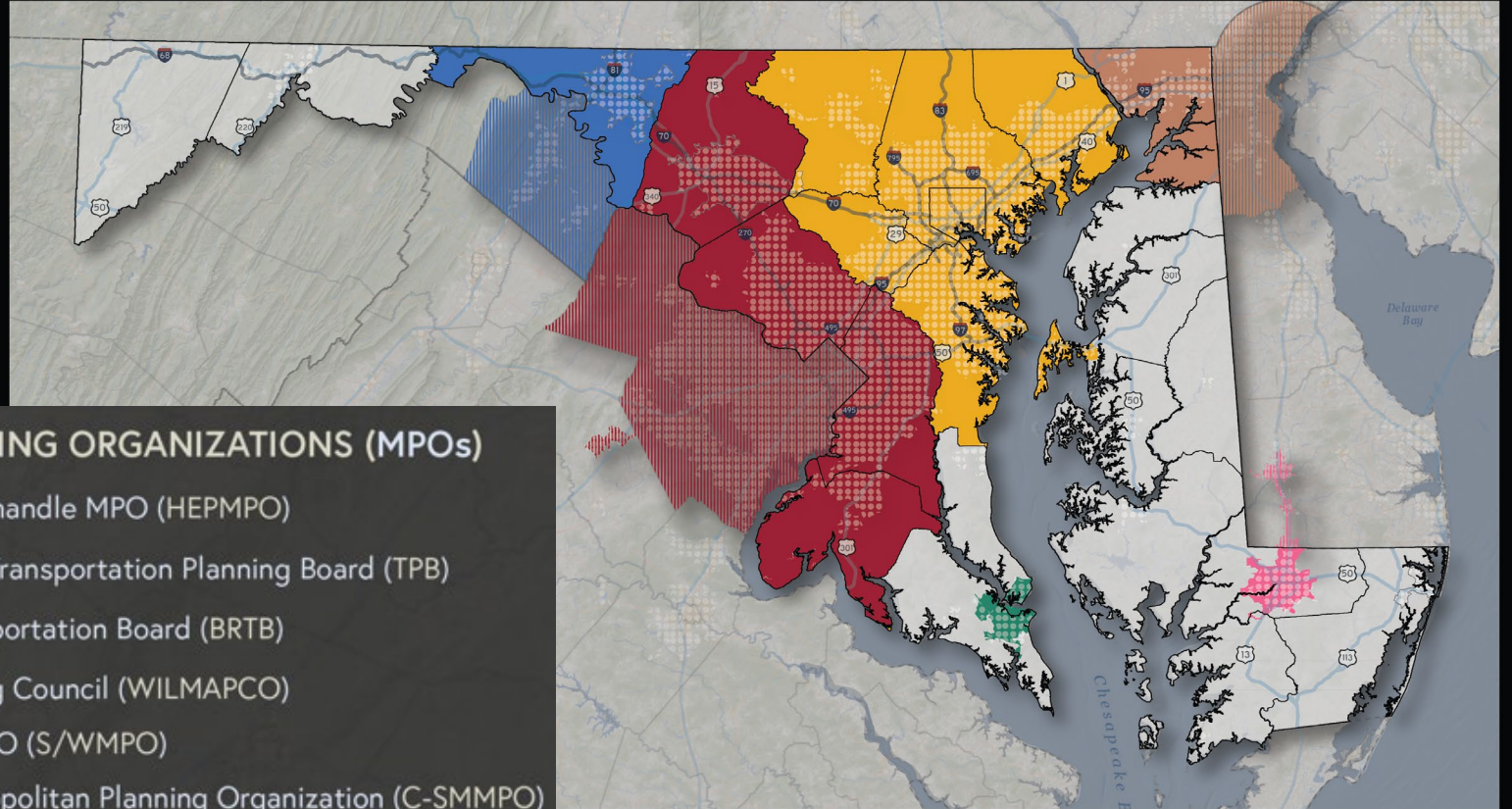
There are six MPOs within Maryland, four of which are multi-state.

METROPOLITAN PLANNING ORGANIZATIONS IN MARYLAND

METROPOLITAN PLANNING ORGANIZATIONS (MPOs)

-  Hagerstown-Eastern Panhandle MPO (HEPMPO)
-  National Capital Region Transportation Planning Board (TPB)
-  Baltimore Regional Transportation Board (BRTB)
-  Wilmington Area Planning Council (WILMAPCO)
-  Salisbury / Wicomico MPO (S/WMPO)
-  Calvert - St. Mary's Metropolitan Planning Organization (C-SMMPO)

 US URBAN AREAS, PENDING FHWA APPROVAL



2024 - Andrew Bernish 



Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP)

- A **TIP** is a short-term program of upcoming transportation projects that have available and committed federal funding with state and local match, that MPOs update every 1-4 years.
- The TIP includes capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, Federal Lands Highway projects, and safety projects.
- The TIP is a multimodal list of projects that range from regionally-significant mega projects to local bridge replacements. The TIP must meet federal air quality conformity standards set by the Environmental Protection Agency (EPA) in non-attainment areas.

MPO TIPs

- The current six MPO TIP's can be found on MDOT's [Regional Planning](#) homepage.
- Webinar recording, sample documents, and resources to help through this process.

www.mdot.Maryland.gov/STIP



Metropolitan Planning Organization Transportation Improvement Program (TIP)

This section presents each of the seven MPOs' TIPs without change as required by Fixing America's Surface Transportation Act (FAST Act). Please reference the appropriate TIP for all federally funded urban area transit and highway projects.

Metropolitan Planning Organizations (MPOs) Resources

[+ View the MPOs' TIPs](#)

[Baltimore Regional Transportation Board \(BRTB\).](#)

[Calvert - St. Mary's MPO \(C-SMMPO\).](#)

[Hagerstown-Eastern Panhandle MPO \(HEPMPO\).](#)

[National Capitol Region Transportation Planning Board \(TPB\).](#)

[Salisbury/Wicomico Area MPO \(S-WMPO\).](#)

[Wilmington Metropolitan Planning and Coordinating Council \(WILMAPCO\).](#)

MPO TIP Update Schedule

- When the MPOs update their TIPs every 1-4 years, state transportation, transit, and local government agencies submit their locally-approved projects for inclusion.
- MPO boards will approve these TIPs and Long-Range Transportation Plans and submit to USDOT for approval.
- If projects are changed significantly in scope or cost between these major updates, the **TIP can be amended or administratively modified** as it is a dynamic programming document.



Log in

Select Language

[TRANSPORTATION](#) [COMMUNITY](#) [ENVIRONMENT](#) [PURCHASING](#) [ABOUT US](#)



[Home](#) > [Transportation](#) > [Plans](#) > [Short-Range Transportation Improvement Plan \(TIP\)](#)

Short-Range Transportation Improvement Program (TIP)

The logo for the Maryland Department of Transportation (MDOT), consisting of the letters "MDOT" in a bold, sans-serif font with a yellow and red color scheme, and "MARYLAND DEPARTMENT OF TRANSPORTATION" in a smaller font below it.

MDOT
MARYLAND DEPARTMENT
OF TRANSPORTATION



Statewide Transportation Improvement Program (STIP)

- A **STIP** is a list of transportation projects requesting funding that includes proposed federal, state, and local money for highway, transit, bicycle, and pedestrian projects throughout the State during the next four (4) years.
- **The STIP includes each MPO's approved TIP and other local regionally significant projects from non-MPO areas.**
- The funding will go towards maintaining, operating, and expanding the transportation system.
- MDOT's [FY2022 – 2025 STIP](#) was approved in November 2021.

Statewide Transportation Improvement Program (STIP) cont.

- MDOT is currently updating the STIP which will be posted early next year – the new document will be the FY 2025-2028 STIP.
- Between major updates to the STIP, the Regional Planners at MDOT process changes to the STIP which must be either approved by the MPO first or coordinated by MDOT's modal administrations if located in a rural planning area.
- [Amendments and administrative modifications](#) are tracked on the Regional Planning homepage.
- [STIP Procedures Document](#) determines what changes to projects warrant an amendment versus an administrative modification.



Technical Corrections

Definitions

- Minor and do not require federal or MPO approval
- Corrects typographical, grammatical or syntactical errors. It does not include changes to any funding amounts.
- Changes a project lead agency, implementing agency, or sponsor.

Procedures

- Minor and do not require federal or MPO approval
- MDOT will notify the MPO, FTA, and FHWA of technical corrections in writing, on a quarterly basis, through a process agreed upon by the parties.
- Changes based on technical corrections will be made to the STIP by MDOT.

Definitions – Administrative Modifications

- **Minor** changes to a project included in a STIP
 - Revises project status information, justification, or project scope.
 - Increases or decreases the funding amount of a phase or shifts funds from one phase to another.
 - Changes the program year of the funds.
 - Changes the source of the funds for a phase or project.
 - Splits or combines individually listed projects in Statewide Categories or Grouped Projects.

Procedures – Administrative Modifications

- Minor changes that **do not require** Federal approval
 - MDOT will provide the MPO with an Administrative Modification by email or letter.
 - An MPO may elect not to process and TIP changes as Administrative Modifications and, as a result, all changes would be processed as Amendments.
 - Each MPO-approved Administrative Modification will be forwarded to MDOT for approval on behalf of the Secretary.
 - The MPO Board may delegate approval of Administrative Modification to the MPO's Executive Director.
 - If the MPO Board delegates approval of Administrative Modifications to the Executive Director, the MPO will need to provide copies of the delegation to MDOT, FHWA, and FTA.

Procedures – Administrative Modifications

- Financial Thresholds for project changes
 - **Under \$3m**
 - Increase or decrease in cost up to **50%**
 - **\$3m - \$10m**
 - Increase or decrease in cost up to **30%**
 - **Above \$10m**
 - Increase or decrease in cost up to **20%**
- Once approved by the MPO, the Administrative Modification will be incorporated into Maryland's STIP, and no federal action will be required.
 - Notification of the action shall be made available to the public.
 - MDOT will forward Administrative Modifications to FHWA and FTA for their records.
 - FTA and FHWA reserve the right to disallow an Administrative Modification if it is inconsistent with this procedure.



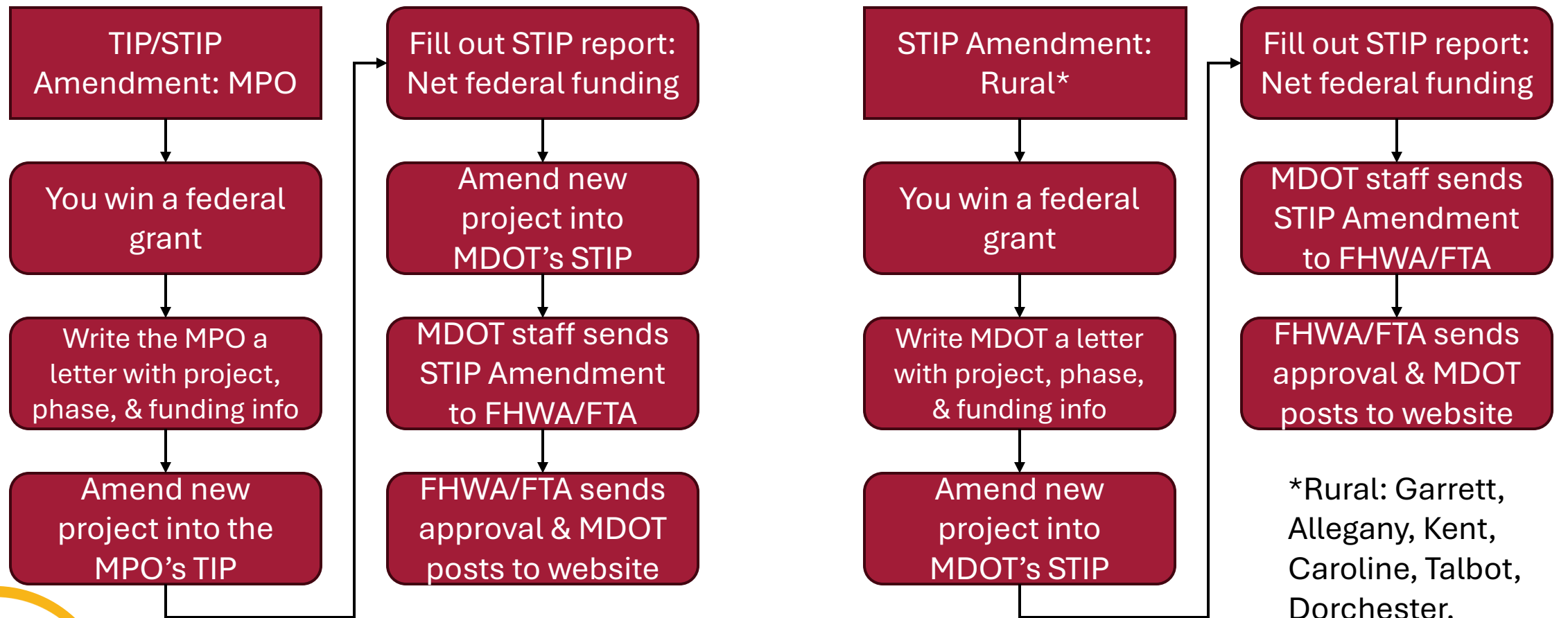
Definitions - Amendments

- **Major** changes to a project included in a Long-Range Transportation Plan (LRTP), TIP, or STIP
 - Affects financial constraint.
 - Affects air quality conformity.
 - Adds or deletes a project or project phase.
 - Increases or decreases an existing project phase.
 - Involves a major change in the scope of work.

Procedures - Amendments

- Major changes to a project **require Federal approval**. Amendments to the STIP must be developed in accordance with the provisions of [23 CFR 450.326](#) or [23 CFR 450.216](#).
 - Each **approved MPO TIP Amendment** will be forwarded to MDOT from the MPO.
 - MDOT will prepare a STIP Amendment letter and attach the TIP Amendment and forward it to FHWA and FTA for Federal approval.
 - Once approved by FHWA and FTA, the Amendment will be incorporated into Maryland's STIP.
 - The FHWA or FTA approval letter will be addressed to MDOT, with copies to the SHA, MTA, and any applicable MPOs.

MPO TIP Administrative Modification/Amendment Process



*Rural: Garrett, Allegany, Kent, Caroline, Talbot, Dorchester, Somerset, & Worcester Counties



TIP/STIP Amendments and Procedures

- Two documents to be filled out by the project sponsor:
 - MPO TIP Amendment Letter
 - This will be drafted by the project sponsor and sent to the MPO
- STIP Spreadsheet
 - After the MPO's Approval of the TIP Amendment
- Final Amendment Request Package gets posted and tracked on MDOT's website.
 - MDOT STIP Letter
 - STIP Spreadsheet – net federal funding change
 - MPO Board approval/resolution & MPO Project Funding TIP Report
 - Project Sponsor TIP Amendment Letter

TIP Amendments Request Letter

- MPO & Current TIP
- Project Sponsor
- Project Title, description, & justification
- Funding sources and estimate
- Capacity explanation
- TIP approval request
- STIP inclusion request
- Contact information
- Attachments
 - Local budget tables

Local Government Letterhead

DATE

The Honorable [Current MPO Board Chair]
MPO Name
MPO Chair

Dear Chair _____:

The **Project Sponsor** requests one new amendment to the Maryland portion of the **MPO's ()** FY 20XX-20XX Transportation Improvement Program (TIP) for one project, **Project Title**.

This project will include ...**project description**.

The **Project Sponsor** will provide **20%** of project cost while the State of Maryland will administer the remaining **80%** from its formula allocation of the Federal Highway Administration's Highway Bridge Replacement & Rehabilitation program, and the project is estimated to cost **\$XXXXX** overall.

TIP ID	Project	Amount of New Funding (In 000s)	Comment
		\$	Adds new project and PE/PL/CO/etc... funds.

MPO Dependent: This new project will not add vehicular capacity to the roadway, and it will not impact the air quality conformity analysis.

Project Sponsor requests that this amendment be approved by the **MPO** at its upcoming **Steering Committee/Council/Board Meeting** at its **DATE** meeting and forwarded to the Maryland Department of Transportation (MDOT) for adoption into the FY 2022-2025 Statewide Transportation Improvement Program (STIP).

We appreciate your cooperation in this matter. If you have any questions or comments, please do not hesitate to contact **Staff Contact** at **(XXX) XXX-XXXX** or via email at _____. Of course, please feel free to contact me directly.

Sincerely,

Director Name
TITLE

STIP Spreadsheet

Information Project Sponsor must fill out specific that the project

Phase and funding categories change on each project, if there are more than the allotted

Project funding levels before the change – if new, type "0" in the cell

New funding information for the TIP/STIP change, federal in the left local to the right.

"Balance to complete" includes 26 and beyond and "Prior" includes 21 and before. These plus the 22-25 total must match the total project cost from the 23-26 TIP report

Cells with funding formulas in them that auto-calculate the changes – **DO NOT CHANGE**

MARYLAND STATEWIDE TIP FY 2022-2025

SUMMARY TABLE															
Project	Amendment Criteria	Conformity Status	Environmental Status	Current Funding Level (000s)											
				Federal	State/Local	Total									
	A	Exempt	N/A	\$	-	\$									
	Administration	Area/MPO		Net Funding Change (000s)											
	Project Sponsor	MPO		\$	-	\$									
Description:															
Justification:		Ex: New federal earmark funding award.													
INDIVIDUAL REQUEST FORM															
STIP/TIP Amendment Criteria				Funding	FY 2022	FY 2023	FY 2024	FY 2025	Total						
<input checked="" type="checkbox"/> A) Adds new individual projects to the current STIP <input type="checkbox"/> B) Increase/decrease, scope change, advance, delay, or phase change <input type="checkbox"/> C) Removes or deletes individual listed project from the STIP <input type="checkbox"/> D) Other				Current (000s)	Total	\$	-	\$	-	\$	-	\$			
				Federal	\$	-	\$	-	\$	-	\$	-	\$		
				State/Local	\$	-	\$	-	\$	-	\$	-	\$		
				Proposed (000s)	Total	\$	-	\$	-	\$	-	\$	-	\$	
				Federal	\$	-	\$	-	\$	-	\$	-	\$		
				State/Local	\$	-	\$	-	\$	-	\$	-	\$		
Change (000s)	Total	\$	-	\$	-	\$	-	\$	-	\$					
Federal	\$	-	\$	-	\$	-	\$	-	\$						
State/Local	\$	-	\$	-	\$	-	\$	-	\$						
PHASE DETAIL															
Current		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL					
Phase	Funding	Federal	State/Local	Federal	State/Local	Federal	State/Local	Federal	State/Local	Federal	State/Local	Total			
PL	EMRK	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
PE	HBRRP	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
CO	CFI	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
ROW	NEVI	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
UT	CRP	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
Oth		\$	-	\$	-	\$	-	\$	-	\$	-	\$			
Total		\$	-	\$	-	\$	-	\$	-	\$	-	\$			
Proposed		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL					
Phase	Funding	Federal	State/Local	Federal	State/Local	Federal	State/Local	Federal	State/Local	Federal	State/Local	Total			
PL	EMRK	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
PE	HBRRP	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
CO	CFI	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
ROW	NEVI	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
UT	CRP	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
Oth		\$	-	\$	-	\$	-	\$	-	\$	-	\$			
Total		\$	-	\$	-	\$	-	\$	-	\$	-	\$			
Change		FY 2022		FY 2023		FY 2024		FY 2025		TOTAL					
Phase	Funding	Federal	State/Local	Federal	State/Local	Federal	State/Local	Federal	State/Local	Federal	State/Local	Total			
PL	EMRK	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
PE	HBRRP	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
CO	CFI	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
ROW	NEVI	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
UT	CRP	\$	-	\$	-	\$	-	\$	-	\$	-	\$			
Oth		\$	-	\$	-	\$	-	\$	-	\$	-	\$			
Total		\$	-	\$	-	\$	-	\$	-	\$	-	\$			
TOTAL PROJECT COST															
Prior Cost (≤ FY 2021)				STIP Cost (FY 2022-2025)				Balance to Complete (≥ FY 2026)				Total Project Cost			
Federal		\$		-		Federal		\$		-		Federal		\$	
State/Local		\$		-		State/Local		\$		-		State/Local		\$	
Total		\$		-		Total		\$		-		Total		\$	

Both this color-coded instruction sheet and a blank STIP form will be available on MDOT's website.

MPO Staff Contacts

Organization	Name	Email
Baltimore Regional Transportation Board (BRTB)	Todd Lang	tlang@baltometro.org
	Regina Aris	rarys@baltometro.org
Calvert- St. Mary's Metropolitan Planning Organization (C-SMMPO)	Karly Maltby	karly.maltby@stmaryscountymd.gov
Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO)	Matt Mullenax	mmullenax@hepmpo.net
	Michaela McDonough	mmcdonough@washco-md.net
National Capital Region Transportation Planning Board (TPB)	Lyn Erickson	lerickson@mwkog.org
	Andrew Austin	aaustin@mwkog.org
Salisbury/Wicomico Metropolitan Planning Organization (SWMPO)	Keith Hall	khall@wicomocounty.org
	Gary Pusey	gpusey@wicomocounty.org
Wilmington Area Planning Council (WILMAPCO)	Tigist Zegeye	tzegeye@wilmapco.org

***Coordinate all TIP changes with the Regional Planners at MDOT TSO

TIP/STIP Resources

- [MDOT.Maryland.gov/STIP](https://www.mdot.gov/STIP)
 - Draft TIP Amendment Letters – word document
 - STIP Report Instruction Form – excel spreadsheet
 - Blank STIP Report – excel spreadsheet
 - Recording of the Webinar and Presentation – YouTube video
 - FAQ Sheet – PDF

MDOT Grant Resources

- **VISIT:** mdot.maryland.gov/iijagrants
 - Federal Discretionary Grant Openings
 - MDOT Letters of Support Request Form
 - Factors for Success
 - State and local awards highlights
 - Links to Grant Funding Opportunities and Program Details
 - Recorded Webinars
 - Monthly MDOT Federal Discretionary Grant Newsletters - Sign up for the Newsletter online



MDOT Regional Planner Contacts

- Kari Snyder – ksnyder3@mdot.maryland.gov
 - TPB, Rural/Statewide Projects
- Dan Janousek – djanousek@mdot.state.md.us
 - BRTB, CSMMPPO, S/WMPPO
- Shawn Kiernan – skiernan@mdot.maryland.gov
 - HEPMPO, WILMAPCO
- General – MDOTregionalplanning@mdot.maryland.gov



POLLING





Questions?

