



Priority Letter Online Form

MDOT Informational Session

April 7, 2025



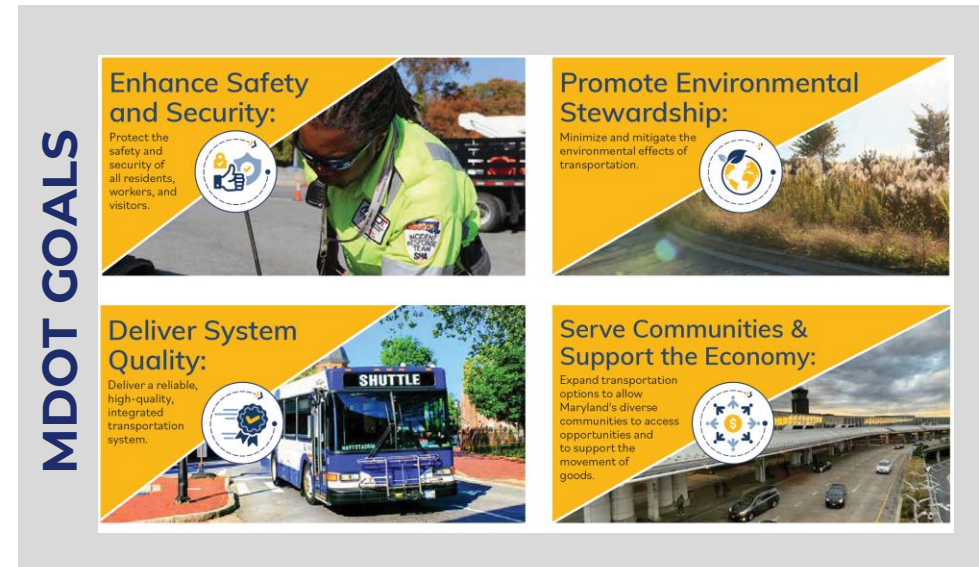
Agenda

- Priority Letter Background
- Priority Letter Challenges
- Priority Letter Options
- MDOT Priority Letter Submission Form
- Questions and Answers



Priority Letter Background

- Priority Letters are important way for local jurisdictions to share their transportation goals and priorities with MDOT
 - Letters are submitted each year, typically by April 1st
 - Information from the letters is considered during the development of the annual Consolidated Transportation Program (CTP)
- Priority letters are intended to reflect the county's priority projects
 - Those that are deemed most important based on local need and input
 - Often represent a wide variety of transportation projects and investments, consistent with State and Local goals



[Link to the Playbook \(2050 MTP\)](#)

[Link to the FY25-30 CTP](#)

Priority Letter Challenges

- MDOT has not provided much guidance regarding the submission of Priority Letters in the past
 - This has led to a wide variety of information shared in local Priority Letters
 - One advantage has been the flexibility; however, it is sometimes difficult to discern the top local priorities
- MDOT is seeking to be more transparent and responsive in its process and decision making
 - The Maryland Commission on Transportation Revenue and Infrastructure Needs (TRAIN) recommended standardizing Priority Letters
 - MDOT is also seeking to achieve a better, more consistent understanding of local priorities

Priority Letter Options

- This year, Local Governments will have two options to submit Priority Letters:
 - Submit a letter in the same way as they have in the past, OR
 - Submit using MDOT's new Online Form
 - MDOT will give all letters equal consideration to projects in the letters regardless of the method chosen by the local government
 - As always, priority letters should be endorsed by the appropriate local authority
 - Local governments can also upload their standard Priority Letter to the online portal if desired
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- **Priority Letters will be due this year by May 16th**

MDOT Priority Letter Submission Form

- MDOT has created an online form hosted by Maryland OneStop
 - The form allows:
 - narrative descriptions of local transportation goals
 - structured fields for listing priorities across key funding or project categories
 - an option to upload a pdf of a written priority letter
- The submitter will need a OneStop Account
 - More information on how to register is on our Priority Letter Guidance website and can be found at the end of the Presentation under Resources

<https://onestop.md.gov> (search for "MDOT Priority Letter")



Maryland
OneStop

Online Form Walkthrough



Questions and Answers





Thank You!

We are here to help!

Contact us at:

MDOTPlanning@mdot.Maryland.gov



Resources

- Email us at:
MDOTPlanning@mdot.Maryland.gov
- OneStop Portal:
<https://onestop.md.gov/forms/mdot-priority-letter-submission-form-67e6aca277833f0157c7336d>
- MDOT Guidance:
<https://www.mdot.maryland.gov/priorityletter>
- Guidance for OneStop Registration:
https://mdot.maryland.gov/OPCP/Maryland_OneStop_Portal_New_User_Instructions_FY26.pdf

