

Frequently Asked Questions

MDOT Chapter 30 Scoring Model & Application Process

1. What projects are required to have a Chapter 30 Project Application submitted to be considered for funding in the Consolidated Transportation Program (CTP)?

All major highway or transit capacity projects that exceed \$5 million for all funding phases need to have a project application submitted for the project to be considered by MDOT to be funded in the CTP. The project application provides the information necessary to evaluate the project through the Chapter 30 Scoring process. Major Transportation Projects are defined as the following highway or transit capacity projects:

- Construction of a new interchange
- Roadway expansion adding at least one lane mile of roadway
- Bridge widening to add additional through lanes
- Construction or expansion of a rail line or dedicated transit lane adding at least one track mile or one lane mile
- Construction of a new transit station on a rail or dedicated transit line
- Expansion of transit stations that increases passenger capacity (e.g., adding or expanding a station platform, constructing additional track or dedicated transit lanes through the station, or expanding a park-and-ride lot)
- Implementation of Intelligent Transportation Systems (ITS) or Congestion Management Systems that improve highway capacity through a combination of information technology and physical infrastructure
- Projects designed to reduce congestion and improve commute times on one of MDOT SHA's top 30 AM or PM peak period bottlenecks identified in the MDOT SHA Mobility Report

2. Do major transportation projects seeking only planning/engineering funds under the CTP's Development & Evaluation Program (D&E) need to have a Chapter 30 Project Application submitted?

In general, no. Major transportation projects seeking only D&E funds for the purpose of completing a preliminary planning or feasibility study are exempt from Chapter 30 scoring until the study is complete. However, if D&E funds are sought for a project that already has a completed preliminary planning or feasibility study, and if the total project cost for all phases exceeds \$5 million, then a Chapter 30 Project Application is required.

3. How does Chapter 30 affect the County Priority Letter Process and which projects are selected for funding in the CTP?

The Chapter 30 Scoring process does not affect the County Priority Letter process and counties shall continue to submit their priority letters of projects seeking funding in the CTP by April 1st. However, for any major transportation project listed on the priority letter to be considered for funding, it must also have a Chapter 30 Project Application submitted by March 1st of every year. The Chapter 30 statute requires that MDOT evaluate and score major transportation projects, but MDOT is not obligated to select projects based solely on

the Chapter 30 score. The ranking of projects that results from the Chapter 30 Scoring process is one of many factors that MDOT staff will utilize to evaluate projects for funding and is not the final determinant of which projects are funded. However, it is important to note that only major transportation projects that have been scored through the Chapter 30 process can be considered for funding.

4. Who can propose Major Transportation Projects and how many projects can be proposed?

The proposing entities allowed to submit a major transportation project to be considered for funding and evaluated under Chapter 30 include county governments, municipal governments, and state government agencies. County and municipal governments can submit up to ten major transportation projects for consideration of funding in the CTP during the annual cycle. County and municipal government project applications must be accompanied by a copy of a resolution or letter signed by the elected or governing body sponsoring the project; this can be a copy of a Priority Letter.

5. What eligibility requirements must be met before submitting a Chapter 30 Project Application for consideration?

To conduct an evaluation of projects through the Chapter 30 Scoring methodology, projects need to have a clearly defined scope that identifies project alignment and the type of improvements that are included in the proposed project. In addition, projects must have a reasonable and updated cost estimate. Completion of a preliminary planning or feasibility study is required. Proposing entities can coordinate with MDOT to acquire this information to complete the Chapter 30 Project Application.

Projects that do not yet have a completed feasibility study or cost estimate are not eligible to be considered for scoring or funding as a major transportation project. Proposing entities can coordinate with MDOT to fund preliminary planning on the project through the D&E Program before requesting funding to fully fund the project. In addition, proposing entities can conduct a feasibility study and cost estimate on their own to acquire the necessary information to complete the application and have MDOT consider the project for funding.

6. How are local priorities determined in the Chapter 30 Scoring methodology?

Each proposing entity has 100 points to distribute across their project applications. Proposing entities can choose to assign all points to one project application or distribute their points across multiple project applications. Municipalities and counties should coordinate on project priorities. To encourage this, any project with joint support from the county and municipality, as evidenced in a joint letter of support accompanying the project application, receives an additional 25 local priority points. Counties should submit applications for jointly supported projects. If a municipality submits a separate project application, the points assigned to all projects submitted by the county are normalized to total 75 points (rather than 100 points) and the points assigned to the municipality are normalized to 25 points. This approach is intended to incentivize counties and municipalities to work together to best identify transportation priorities.

7. Does the Chapter 30 Project Application also satisfy Chapter 725 Priority Letter Guidance requirements?

Yes, the Chapter 30 Project Application includes questions about how a transportation project supports the goals of the Maryland Transportation Plan (MTP), including the Greenhouse Gas Reduction Act goals, and how it aligns with the county's land use plan goals. Starting with the application round for the FY 2023-2028 CTP, the application has been renamed the Chapter 725 & Chapter 30 Transportation Project Application, and it can be used to satisfy both the Chapter 725 Priority Letter Guidance requirements and the Chapter 30 Scoring requirements. The application, available through the Maryland OneStop Portal, asks a series of screening questions to determine what information is required by MDOT for a particular transportation project.

8. Do major transportation projects previously scored through Chapter 30 need to be re-submitted every year?

Until a major transportation project has been accepted into the Construction Program, a Chapter 30 Project Application must be submitted every year that a proposing entity wants MDOT to consider it for inclusion in the CTP. However, starting with the application round for the FY 2023-2028 CTP, the application has been redesigned to ask a series of screening questions to determine what information is required by MDOT for a particular transportation project. Major transportation projects that have been scored in prior years and have not changed significantly require minimal data entry. If a major transportation project's scope has changed, its limits have changed, or its cost has changed by more than 30 percent since it was last scored, then the full Chapter 30 Project Application is required.

9. How do I submit a Chapter 30 Project Application?

Proposing entities can submit a Chapter 30 Project Application through the Maryland OneStop portal, located at <https://onestop.md.gov/>. MDOT accepts applications between January 1 and March 1 each year for consideration in the draft CTP released in August or September. A guide to registering a new account on Maryland OneStop is available on the Chapter 30 Scoring Model webpage. Proposing entities must submit separate Chapter 30 Project Applications for each transportation project. County and municipal governments can submit up to ten major transportation projects for consideration of funding in the CTP during the annual cycle.

The Chapter 725 & Chapter 30 Transportation Project Application on Maryland OneStop collects applicant and organization contact information and asks a series of screening questions to determine what information is required by MDOT for a particular transportation project. Depending on the scope, cost, and status of the project, the application form will include a Chapter 725 questionnaire and Chapter 30 application.

10. Why did MDOT move the Chapter 30 Project Application form to Maryland OneStop?

Maryland OneStop was created to provide a single point of entry for citizens and local governments to access all offices of the state government that issue licenses, permits, and grants. The portal offers a modern interface like many other online forms, making it easy to use without special training. Its capabilities enable MDOT to customize each application

form to the unique attributes of each transportation project, reducing completion times by eliminating unnecessary questions. Maryland OneStop will also help MDOT manage applications more efficiently and effectively, reducing review times and improving the process for requesting additional information.

11. What information is needed for a Chapter 30 Project Application?

For each major transportation project, proposing entities must have a feasibility study that includes the following information:

- Project limits and length
- Preferred alignment and/or option (for feasibility studies with multiple alternatives or options)
- Concept plan or map of the project limits
- Total cost estimate
- Funding sources (federal, local, and private)
- Purpose and need statement

Proposing entities should be prepared to answer questions about the following attributes and benefits of their transportation projects:

- Safety improvements
- System preservation
- Connections to other transportation modes/facilities
- Community assets
- Sustainable Communities
- Revitalization plans
- Economic development sites

Proposing entities should also be able to relate their transportation projects to State, regional, and local plans including:

- Maryland Transportation Plan
- Maryland Strategic Goods Movement Plan
- Regional long-range transportation plan
- Local comprehensive plan
- Local land use plans
- Local bicycle and pedestrian plans
- Local revitalization plans

For transit capacity projects, proposing entities must also have the following information:

- Alignment
- Mode
- Span/hours
- Frequency/headway
- Travel time (end to end)
- Projected weekday ridership

Additionally, each proposing entity must assign 100 local priority points across their project applications. Proposing entities can choose to assign all points to one project application or distribute their points across multiple project applications.

12. Do I need to complete my Chapter 30 Project Applications all at once?

Proposing entities may complete their Chapter 30 Project Applications at their convenience during the submission window from January 1 to March 1. The Maryland OneStop portal automatically saves the application with every change, making it easy to complete an application later. Each transportation project is saved and submitted separately. Proposing entities may have more than one staff person submit applications. However, the total local priority points across all applications submitted on behalf of the proposing entity for the fiscal year must equal exactly 100.