## Maryland OneStop Portal New User Instructions

MDOT Chapter 725 & Chapter 30 Applications

Beginning in January 2022, MDOT will use the Maryland OneStop Portal to collect information for Chapter 725 compliance and applications for Chapter 30 scoring.

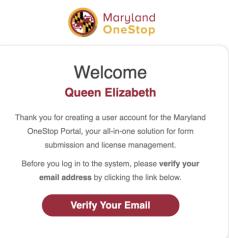
## Please follow these instructions to register on the OneStop Portal and submit Chapter 725 & Chapter 30 applications to MDOT:

- 1. Go to <u>https://onestop.md.gov/</u> to access the OneStop Portal.
- 2. Click on the 'Register' button in the upper right. If you already have a OneStop account, please skip to step 5.

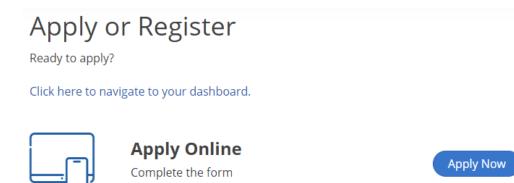
$\leftarrow \rightarrow \mathbf{C}$ $\triangleq$ onestop.md.gov			Q 🕁	🍥 🗊 🖲   🚯 E
🏥 Apps 🔛 Mail 🧐 G Voice [] W	underlist 🔒 Asana 🛞 PT <u>M</u> Miro	o < LucidC 🎯 OS 🍪 OSStag	🚺 FormQA 🦙 FQAMC 🧐 Gu	usto 롣 Freshbooks 🛛 »
Maryland OneStop			Licenses and Permits	Login Register
Welco	me to the M	laryland On	eStop Porta	al
	DneSt	Register	rmits,	
	First Name*	Last Name *		
	First Name	Last Name		
	Email *			
	Email	Email		
	B- Password*	Confirm Password *		
Pro	fess Password	Password Confirmation	sonal	
Browse pro			ses, permits, and	
permit	All of the deside of the second s		or personal use.	
Brow: Include both lower and upper case characters (a-z)			owse	
Be at least 8 characters long.				
		Register		
Already have an account? Log in				
	Alread	Register dy have an account? Log in		

3. Complete the requested information and click 'Register.'

- You will receive an email from OneStop Support titled 'Verify Your Email Address'. Please click on the 'Verify Your Email' button to do so.
- You're now registered on OneStop! Go to <u>https://onestop.md.gov/</u> and click on the 'Login' button in the upper right.
- 6. Go to <u>https://onestop.md.gov/forms/mdot-</u> <u>chapter-725-chapter-30-transportation-</u> <u>project-priority-scoring-application-</u> <u>604fd67c1de5b9024ed20de1</u> to access the Chapter 725 & Chapter 30 Transportation Project Application.



- 7. Review the instructions, resources and links, and the information about what happens after submission.
- 8. When you're ready to start your application, click the blue 'Apply Now' button.



- Complete the application. You can leave the application at any time and OneStop will save the draft. You can resume your draft at <u>https://onestop.md.gov/dashboard</u> at any time before the due date. You may want to bookmark this URL for future reference.
- 10. Sign and submit the application.
- 11. Repeat steps 6 through 10 for each additional transportation project.

A video describing the purpose of the OneStop Portal and its user interface is available at <u>https://drive.google.com/file/d/1xBYYKMc6C86O6nuAuGIcEzVwp7E98P8s/view</u>.