



LIVABLE CENTERS INITIATIVE

Consultants Meeting | June 18, 2026



Renderings by Sizemore Group from CDAP Project: Old Fourth Ward Planning Priorities

The LCI Program



LCI Authorization & Funding

- Funding provided in Regional Transportation Plan (RTP) and programmed in Transportation Improvement Program (TIP)
- Use Federal Transportation Program Funds (STBG – Urban)
- \$2.25 Million per year allotted for studies
- Award approximately \$1.8 Million in grants annually
- \$1.1 Billion for LCI transportation projects through 2050



Total Awards Since 1999

- \$10.4 Million for 135 catalytic studies
- \$15.9 Million for 190 tactical studies
- \$389 Million for 145 LCI transportation projects



2026 Program Overview



Rendering by Sizemore Group from CDAP Project: Fairburn Creative Placemaking Plan

2026 LCI Awards

Catalytic Studies

Buckhead Master Plan Update

DeKalb County Candler Road-
Flat Shoals Pkwy. Plan Update

Mableton Town Center Master Plan

Stockbridge Downtown Master Plan
Update

Tactical Studies

ADID/Downtown ATL Sweet Auburn
Pedestrian Safety Action Plan

Morrow Trail & I-75 Overpass Feasibility Study*

CDAP

Henry County
Housing Assessment

**Applied through the 2026 Transportation Improvement Program (TIP) funding cycle.*



Full Study Management



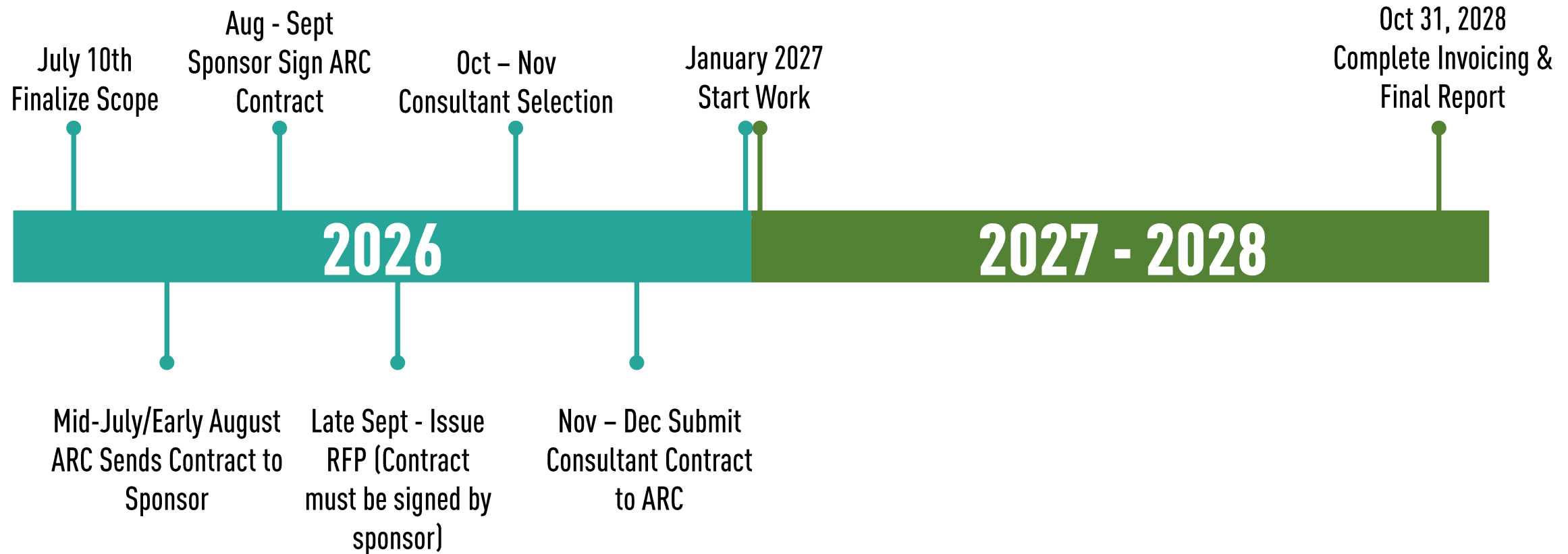
- Requested on application
- ARC will manage...
 - Consultant procurement
 - Selected consultant team
 - Study process
 - Invoicing
- Sponsor to provide Point of Contact
 - POC to serve on PMT, PAG, etc.
- MOA between ARC + Sponsor
- 20% match required **up front**

LCI Goals (Revised August 2025)



- **Healthy, Safe, Livable Communities:** Create multimodal developments that prioritize connectivity, public health, and safety for people of all ages.
- **A Competitive Economy:** Maximize the economic potential of downtowns and transit nodes with a diverse mix of housing, jobs, and community services.
- **Diverse Stakeholder Engagement:** Empower and engage all stakeholders through comprehensive and impactful community outreach.

2026 LCI Schedule



New Event



LCI Academy

September 30, 2026

Brookhaven City Centre

Contracting & Procurement



Renderings by Sizemore Group from CDAP Project: Town Center CID Sidewalk Network and Walkability Assessment

Contracting & Procurement



- Between ARC and the sponsor (subgrantee)
- Sponsors working with ARC PM to develop scope of work and task budget for their contract.
- 80% funded by ARC/20% required match by the sponsor
- Procurement MUST BE competitive (RFP).
- ***If you assisted with or wrote the LCI application or the study RFP, your firm may not pursue the study.***

Contracting & Procurement



- Price is an evaluation factor.
- ARC MUST review the consultant contract before the sponsor signs it.
- ARC does not pre-pay for work. The sponsor must pay their consultant in full and then submit their invoice for 80% reimbursement.
- ARC requires unrestricted rights to the final plan document.

Project Team Roles & Responsibilities



Project Team Roles

ARC Project Manager's Role

Main Point of Contact between study process and ARC

- Requests and information should flow through them once you begin the study.
- Receives invoices and progress reports.
- Attends all Project Management Team (PMT) meetings, one community meeting or event, and all Core Team/Steering Committee meetings.
- Ensures sponsor is invoicing monthly, and the study is meeting milestones, ARC goals, and terms of the contract.

Sponsor Project Manager's Role

Main POC at the local level

- Plays an active and important role in the LCI process!
- Manages the consultant and serves as the main POC for the LCI Program + liaison to other staff and elected officials.
- Ensures the consultant is paid in a timely manner.
- Submits MONTHLY invoices and progress reports to ARC PM.
- Ensures the study meets the community's needs.
- Ensures ongoing coordination with the ARC PM.

Project Team Roles

Consultant Project Manager's Role

Prepares Plan or Study

- Ensures work meets the scope requirements and deadlines
- Manages the study process and schedules meetings and presentations in coordination with the sponsor PM and the ARC PM
- Manages the consultant team
- Submits invoices to the sponsor on a MONTHLY basis

Project Team Roles

ARC Community Engagement Advisor Role

Advises on community engagement best practices

- Meets monthly with Sponsor and ARC PMs to discuss engagement strategy and best practices
- Advises selected Consultant and Sponsor on engagement with CBO
- Supports data collection best practices post-engagements

2026 LCI Public Engagement Approach



Public Engagement Approach



- As metro Atlanta's comprehensive planning organization, ARC is committed to serving our increasingly diverse region by working closely and intentionally with communities that have been previously excluded or harmed by local or regional planning. Centering those voices with creativity and innovation ensures that the region's diverse populations, community traditions, and cultural practices are actively included in decisions that affect their lives.

Public Engagement Approach



- Creative engagement is important!
- Tailor outreach efforts to your community.
- Make it inclusive of underrepresented groups.
 - Include translation services in your budget.

Public Engagement Approach



- NEW BEGINNING IN 2027: A member of your selected consultant team MUST be a graduate of Community Centered Design, class of 2023 or later

Public Engagement Approach

Community-Centered Design



- Learn best practices on community engagement by gaining access to a network of local and national experts, practitioners, and other socially-engaged creatives
- Access to the CCD alumni network to learn and share successes and challenges in implementing creative community engagement in local planning.
- Improve your ability to engage diverse stakeholders that haven't been involved in planning processes through an immersive learning experience
- Improve your ability to access ARC grants and technical assistance that require creative community engagement (e.g. LCIs)

Public Engagement Approach

Community-Centered Design



**Information Session:
MONDAY, JUNE 29 AT 12 PM**

Registration required



APPLICATIONS OPEN UNTIL JULY 6



Invoicing



Invoicing Requirements



- Consultants and sponsors must invoice monthly.
- Signed sponsor invoice using ARC's template
- Progress Report from sponsor using ARC's template
- Consultant + sub invoices that align with sponsor invoice
 - Must include a description of work that aligns with sponsor's Progress Report + invoices and work descriptions from subconsultants
- DBE Summary Table (if applicable)
 - DBE invoice must be included

Invoicing Requirements (Sponsors)



1. Add your logo.

TO: Atlanta Regional Commission
229 Peachtree Street, Suite 100
Atlanta, GA 30303

2. Add the tasks from your contract.

Work Task	Description	Contract Cost for Each Task	Percent Complete to Date	Amount Expended to Date (includes this month)	Total Previously Billed	Amount Expended This Invoice
Task 1	Existing Conditions	\$ 25,000.00	23.0%	\$ 5,750.00	\$ 3,500.00	\$ 2,250.00
Task 2	Public Engagement	\$ 35,000.00	4.3%	\$ 1,500.00	\$ -	\$ 1,500.00
Task 3	Conceptual Plan + Analysis	\$ 25,000.00	0.0%	\$ -	\$ -	\$ -
Task 4	Project Deliverables	\$ 20,000.00	0.0%	\$ -	\$ -	\$ -
	TOTAL	\$ 105,000.00	6.9%	\$ 7,250.00	\$ 3,500.00	\$ 3,750.00

3. Fewer than 8 tasks?
Hide the extra rows.

INVOICE

Date:	15-Apr-23
For Period:	Mar 1 - Mar 31, 2023
Invoice #:	2

6. Enter the invoice date.

7. Enter period this invoice covers.

8. Enter the invoice number.

9. Fill in the amount previously billed for each task. This will be zero for the first invoice.

10. Add the amount spent for each task during this month.

Total Amount of Invoice:	\$ 3,750.00
Local Share (20%):	\$ 750.00
Payment Due (80%):	\$ 3,000.00

Don't use the sample invoice on this tab! There is a blank one on the "Invoice" tab!

Amy Fakename

Senior Planner

5. Add a graphic of the signature from the appropriate official.

4. Type the name and title of the appropriate official.

Invoicing Requirements (Sponsors)

[Insert your letterhead or logo here]

INVOICE

TO: Atlanta Regional Commission
229 Peachtree Street, Suite 100
Atlanta, GA 30303

Date: [Enter Month Day, Year]

Invoice #: [Enter Invoice #]

Work Task	Description	Contract Cost for Each Task	Percent Complete to Date	Amount Expended to Date (includes this month)	Total Previously Billed	Amount Expended This Invoice
Task 1	[Enter task name]	\$ -	0%	\$ -	\$ -	\$ -
Task 2	[Enter task name]	\$ -	0%	\$ -	\$ -	\$ -
Task 3	[Enter task name]	\$ -	0%	\$ -	\$ -	\$ -
Task 4	[Enter task name]	\$ -	0%	\$ -	\$ -	\$ -
Task 5	[Enter task name]	\$ -	0%	\$ -	\$ -	\$ -
Task 6	[Enter task name]	\$ -	0%	\$ -	\$ -	\$ -
Task 7	[Enter task name]	\$ -	0%	\$ -	\$ -	\$ -
Task 8	[Enter task name]	\$ -	0%	\$ -	\$ -	\$ -
	TOTAL	\$ -	0%	\$ -	\$ -	\$ -

Total Amount of Invoice:

\$ -

Local Share (20%):

\$ -

Payment Due (80%):

\$ -

Name

Title

Invoicing Requirements



1825 Barrett Lakes Blvd, Suite 250
Kennesaw, GA 30144
towncentercid.com

INVOICE #4

Date: May 30, 2023
To: Atlanta Regional Commission/Lauren Blaszyk
Project: Electrification Study
(Atkins Inv 5-1995074)

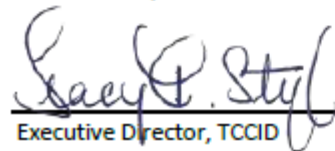


Task	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 1 – Public Involvement	\$30,000.00	81.7%	\$24,501.57	\$15,001.57	\$9,500.00
Task 2 – Plan Development	\$70,000.00	38.1%	\$26,647.34	\$21,063.04	\$5,584.30
Task 3 – Prepare Deliverables	\$50,000.00	0.0%	\$0.00	\$0.00	\$0.00
TOTAL FEE	\$150,000.00	34.1%	\$51,148.91	\$36,064.61	\$15,084.30

20% Local Share (Paid by TCCID) \$3,016.86

Payment Due (80%)	\$12,067.44
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Authorized by:


Executive Director, TCCID

5/30/2023

Date



Invoicing Requirements



Livable Centers Initiative Progress Report

Study Name: LCI Electrification Study

Study Sponsor: Town Center CID Date: May 30, 2023

Contact Name: Alisha Smith Contact Phone: 678-787-2327

Contact Email: alisha@towncentercid.com

Time Period of Progress Report April 2023

List Dates of all Project Team, Core Team, Stakeholder or Public Meetings this period:

- Wednesday, April 19, 2023 – Monthly Meeting with PMT

List activities underway and/or completed since last report:

- Revised goals and objectives based on comments from all
- Progress made on Needs Assessment report

List scheduled upcoming meetings:

- May 1, 2023 – Coordination with GA Power
- May 8, 2023 – Coordination with Walton Communities
- May 18, 2023 - Monthly Meeting with PMT

Describe public participation activities held during this period and/or attach meeting summary, sign-in sheets and other pertinent info:

- None

Any outstanding issues/problems?

None

Invoicing Requirements



ARC Livable Centers Initiative (LCI) DBE Participation Summary Table

Name of DBE:

TOTAL Contract Amount:

Earned to Date Amount:

Paid to Date Amount:

Contract Balance:

***A copy of the invoice from the DBE participant to the prime consultant MUST be attached to this form prior to submittal to ARC with your invoice.**

Other Points of Emphasis



Marketing & Branding



- LCI is an optional program of ARC, so its continued success depends on community awareness.
- Must acknowledge ARC and the LCI Program as the funding mechanism for the study.
- LCI Marketing & Branding Requirements:
<https://atlantaregional.org/topic/uncategorized/livable-centers-initiative-marketing-branding-toolkit/>

Conflict of Interest



- If you feel something is a potential conflict of interest, please contact your ARC Project Manager immediately!

Implementation



- What projects and initiatives can be realistically achieved in the plan's horizon?
- Prioritization is important.
- Identify interim steps needed to implement projects.

Study Wrap Up & Closing Thoughts



Wrapping Up the LCI Process



- Transportation Coordination Meeting
- Final Plan Overview/Presentation **IN PERSON** at **ARC**
- 100 Day Action Plan + Report of Accomplishments are required.
- 2026 Studies/Plans must be completed by October 31, 2028.

Overall Guidance



- We want to see creativity in the planning process.
- Public Engagement does not mean Public Meetings.
- Focus on implementation and “easy wins.”
- Use ARC as a resource.
- Start gathering data and identifying key stakeholders now, for the study/ies you are interested in pursuing.

Help Us Help You!



- Don't shortchange the study sponsor – use ALL available funding when you are working on your proposed budget.
- Include all required documentation when you invoice the study sponsor every month.
- Coordinate meeting scheduling with your ARC PM.
- Promptly notify your ARC PM of any issues.
- Remember to conduct the required Transportation Coordination and Final Plan Review Meeting(s) BEFORE you finalize the plan for adoption.

Questions?





Contact Information:

Lauren Blaszyk, AICP

Planning Administrator/LCI Program Manager

(E) LBlaszyk@atlantaregional.org | (P) 470.378.1589

