COMMUNITY DEVELOPMENT ASSISTANCE PROGRAM

2020 APPLICATION GUIDEBOOK
TABLE OF CONTENTS

CDAP OVERVIEW
- Program Description 3
- Priority Issue Areas 4
- Past Projects 5

2020 APPLICATION PROCESS 13
- Timeline 16
- Application Requirements 17
- Evaluation Criteria 18
- Fee Schedule 19

FREQUENTLY ASKED QUESTIONS 20
- 21
CDAP OVERVIEW
The Community Development Assistance Program (CDAP) provides technical assistance to local governments and non-profits across the 10-county metropolitan region to undertake local planning activities that advance the goals of the Atlanta Region’s Plan.

PROGRAM GOALS:

• Implement the Atlanta Region’s Plan at the local level
• Provide direct technical assistance to local governments and non-profits
• Leverage the entire agency’s intellectual capital to generate actionable and holistic solutions
ARC is looking for projects that address one or more of the eight regional challenges listed below. ARC identified these priority issue areas through a series of stakeholder meetings, workshops, committee meetings, and community surveys.

- ACCESS TO HEALTHY FOOD
- CREATIVE PLACEMAKING
- GREEN INFRASTRUCTURE
- HISTORIC PRESERVATION
- HOUSING AFFORDABILITY
- LIFELONG COMMUNITIES
- SMART COMMUNITIES
- WORKFORCE DEVELOPMENT
CDAP PRIORITY ISSUE AREAS

ACCESS TO HEALTHY FOOD

Land use policies supporting community agriculture, local food production, & access to healthy food retail opportunities are critical to creating both an equitable & resilient region.

CREATIVE PLACEMAKING

When artists and arts organizations join their neighbors in shaping their community's future, communities can creatively address challenges and opportunities for place-based community outcomes.
Preserving historical buildings & places is a means of valuing our region’s past. It is also sustainable, as preserving existing structures reduces waste & need for new materials.
By 2030, 20% of the region’s population is expected to be over the age of 60. Programs, services, & infrastructure should adequately serve the needs of this growing population.

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Technology’s influence on our communities will continue to grow. It is critical that we gain a better understanding of how to use data and technological innovations to address local community issues.

As the impact of technology on our workforce & communities grows, local governments need to develop strategies to help retain small businesses & ensure residents receive the training & education they need.
CDAP offers technical assistance in three ways: ARC staff assistance, partner-led assistance, and grant assistance. The vast majority of projects are undertaken by ARC staff. ARC assigns staff members to manage, facilitate, and execute the project in partnership with the project applicant.

**ARC STAFF ASSISTANCE**
- Community must dedicate cash contribution per contribution chart on page 20.

**PARTNER ASSISTANCE**
- Participating partners are listed on page 11.
- Fee structures differ between organizations.

**GRANT ASSISTANCE**
- Very few are awarded annually.
- Project requires strong transportation element.
- A local match of 20% minimum is required, similar to LCI.
- Unlike staff and partner assistance, non-profits are *not* eligible.

*During the 2019 call for projects, ARC awarded staff assistance to 11 recipients, partner-led assistance to 4 recipients, and grant assistance to 2 recipients.*
The organizations listed below lend their expertise to provide project assistance to CDAP. Their funding structures may vary from that of ARC.
TYPES OF CDAP PROJECTS

PLANNING
Community-driven and long-range planning assistance to guide neighborhood, community-wide, sub-regional, and county level decision-making.

IMPLEMENTATION
Strategic assistance to implement high-priority action items identified in adopted plans.

TRAINING
Structured education and awareness programs to help a diversity of decision-makers make well-informed decisions.

FACILITATION
Consensus-building activities to help stakeholders achieve desired outcomes for a given program or project.
The next two pages list former CDAP projects, and where possible, provide a link to the completed report. Maps of the 10-county region depict the geographic diversity of the selected projects for each project cycle. Over the past two years, CDAP has offered assistance on 30 total projects.
2018 PROJECTS

Alpharetta Creative Placemaking Plan*
Chattahoochee Hills Stormwater Management Assessment
Clayton County Zoning Training
East Point Downtown Overlay District
Fairburn Creative Placemaking Strategy
Grove Park Community Goals & Neighborhood Assessment
Hampton Economic Development Strategy
Hapeville Housing Profile
Hapeville Commercial Parking Assessment
Kennesaw City Cemetery Strategic Plan
Powder Springs Corridor Study*
Stone Mountain Parking Assessment
Tyrone Town Center Zoning Assessment
Union City Community Garden Opportunities Study

* = grant project or partner-led project

TOTAL PROJECTS 13
2019 PROJECTS

Aerotropolis Area Land Use Study
Arabia Alliance Historic Resource and Community Strategy
Buford Highway Food Security Assessment
Campbellton Community Master Plan*
Digital Signage Strategy for Downtown Atlanta
Douglas County Zoning Code Audit
Glenwood Road-Columbia Drive Area Redevelopment Plan*
Forest Park Housing & Neighborhood Stabilization Strategy*
Investment Prioritization Tool for the Atlanta Land Trust
Historic Preservation as an Economic Tool for the City of Lithonia
Norcross Citizen Boards Training Program
Old Fourth Ward Visioning Study
Rockdale County & City of Conyers Planning and Zoning Training
Rockdale County Milstead Historic Village Study*
South Fulton District 4 Resiliency Program*
State Route 92 Corridor Study in Paulding County*
Washington Road Pedestrian Safety Study

* = grant project or partner-led project

TOTAL PROJECTS 17
2020 APPLICATION PROCESS
2020 CDAP SCHEDULE

JANUARY 13
Application Window Opens

FEBRUARY 28
Applications Due

MAY 14
Projects Announced at CRC

AUGUST
Projects Begin

JANUARY 30
Open House

MAY
Projects Complete
WHAT DOES YOUR APPLICATION NEED?

1. A GOOD IDEA THAT ALIGNS WITH ONE OR MORE CDAP PRIORITY ISSUE AREA
2. COMPLETED ANSWERS TO APPLICATION QUESTIONS
3. SIGNED LETTERS OF SUPPORT FROM ELECTED OFFICIALS AND RELEVANT PARTIES

APPLICATIONS ARE OPEN JANUARY 13TH
CDAP APPLICATIONS WILL BE EVALUATED ON THE FOLLOWING CRITERIA:

• Alignment with one or more priority issue areas (described on pages 5-9).
• Geographic diversity.
• ARC staff resources available.
• Level of support from elected leadership.
Starting with the 2020 call for projects, we are introducing a new way of allocating local contribution. The chart below outlines the local contribution for the various types of projects:

<table>
<thead>
<tr>
<th>PROJECT TYPE</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training for Planning Officials- single jurisdiction or single committee/board</td>
<td>$500</td>
</tr>
<tr>
<td>Training for Planning Officials- multi-jurisdiction or multi-committee</td>
<td>$1,000</td>
</tr>
<tr>
<td>City Council Retreat Facilitation- One Day</td>
<td>$500</td>
</tr>
<tr>
<td>Day-long facilitation of advisory boards and committees</td>
<td>$500</td>
</tr>
<tr>
<td>Land Use and Development Plans- Major: Multi-jurisdiction studies</td>
<td>$10,000</td>
</tr>
<tr>
<td>Land Use and Development Plans- Minor: Single jurisdiction studies</td>
<td>$5,000</td>
</tr>
<tr>
<td>Strategic Initiatives: A short, action-oriented, primarily stakeholder</td>
<td>$3,000</td>
</tr>
<tr>
<td>engagement driven study to assist in prioritization. Study requires little</td>
<td></td>
</tr>
<tr>
<td>public engagement, and the deliverable is a short report</td>
<td></td>
</tr>
<tr>
<td>Assessments and Data Analysis: Data and/or GIS-centric studies focused on</td>
<td>$2,500</td>
</tr>
<tr>
<td>one priority issue with no public/stakeholder engagement</td>
<td></td>
</tr>
<tr>
<td>Parking Studies</td>
<td>$5,000</td>
</tr>
<tr>
<td>Housing Studies- single jurisdiction</td>
<td>$5,000</td>
</tr>
<tr>
<td>Housing Studies- multi-jurisdiction</td>
<td>$7,500</td>
</tr>
<tr>
<td>Zoning Ordinance Updates- downtown</td>
<td>$7,500</td>
</tr>
<tr>
<td>Zoning Audit- downtown</td>
<td>$5,000</td>
</tr>
<tr>
<td>Zoning Audit- citywide or countywide</td>
<td>Variable</td>
</tr>
<tr>
<td>Special Studies: Focused on one priority issue with no public engagement,</td>
<td>$5,000</td>
</tr>
<tr>
<td>limited stakeholder engagement, and data/GIS/research focused.</td>
<td></td>
</tr>
</tbody>
</table>
FREQUENTLY ASKED QUESTIONS
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Q WILL I STILL BE ABLE TO REQUEST ASSISTANCE FROM ARC’S COMMUNITY DEVELOPMENT GROUP OUTSIDE THE CALL FOR PROJECTS?

Yes, ARC is still a resource for local governments at all times of the year. The annual call for projects will be the primary way to source technical assistance from the Community Development Group. However, communities should reach out to ARC with questions or ideas anytime. Staff capacity and resources will determine the ability to respond to any specific request.

Q I MAY NOT BE ABLE TO OBTAIN A LETTER OF COMMITMENT FROM MY CHIEF ELECTED OFFICIAL. IS A LETTER STILL REQUIRED?

A letter of commitment from your chief elected official is a requirement. The letter must also acknowledge a commitment of funding from your local government.
DO REQUESTS FOR LOCAL COMPREHENSIVE PLANS NEED TO GO THROUGH THIS CALL FOR PROJECTS?

No, ARC provides assistance to local governments with the update of a basic comprehensive plan through its contract with the Georgia Department of Community Affairs. There is a separate process by which that request is submitted.

MY QUALIFIED LOCAL GOVERNMENT STATUS HAS LAPPED, AND WE HAVE NOT COMPLETED OUR NEEDED UPDATE? ARE WE STILL ELIGIBLE?

No, unless you have already submitted your update to ARC to be approved by DCA.
FOR GRANT ASSISTANCE, CAN THE APPLICANT USE CONSULTANTS UNDER CONTRACT AND COUNT IT TOWARD PROJECT REQUIREMENTS?

No, all grants awarded must be bid out in an open competitive process. If you are thinking of using a consultant under contract for your project work, you must receive approval from ARC in writing before you apply. For staff technical assistance, ARC staff will welcome the opportunity to work with consultants under contract. This, however, does not change the fee paid to ARC.

CAN FEES TOWARD SUBCONTRACTORS COUNT TOWARD THE FEE?

No, the fee is paid separately to ARC.
FREQUENTLY ASKED QUESTIONS

**Q** HOW MANY PROJECTS WILL BE SELECTED?

There is no set number of projects that will be selected. Once all requests have been received, staff capacity and resources will determine the final number of projects. In 2018 and 2019, ARC accepted 13 and 17 projects, respectively.

**Q** WILL THERE BE A SCORING MATRIX FOR APPLICATIONS?

Yes, there will a scored application process by ARC staff and an external committee.
Q: DOES MY PROJECT HAVE TO FIT ALL OF THE PRIORITY AREAS?

A: No, projects do not have to address all of the eight priority issue areas. The project should address at least one of the issue areas.
QUESTIONS?

CONTACT

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