

## **GRANT SUMMARY SHEET**

**Grant** Center for Tech and Civic Life COVID19 20-20 Amend. 1

**Department:** ELECTION COMM.

**Grantor:** CENTER FOR TECH AND CIVIC LIFE

**Pass-Through  
Grantor**

**Total Award this** \$0.00

**Cash Match** \$0.00

**Department** Jeff Roberts, Administrator of Elections  
862-8813

**Status** AMENDMENT

**Program Description:**

Funding from the Private Entity Center for Tech and Civic Life for COVID 19 expenditures for elections. Amendment 1 extends the end date from 12/31/20 to 6/30/21.

**Plan for continuation of services upon**

N/A

## Grants Tracking Form

### Part One

| Pre-Application <input type="radio"/>   |   | Application <input type="radio"/>                 |  | Award Acceptance <input checked="" type="radio"/> |  | Contract Amendment <input type="radio"/> |  |
|---|---|---|--|---|--|--|--|
| Department  | Dept. No.   | Contact   |  |   | Phone                                  | Fax                                      |  |
| ELECTION COMM. ▼  | 005   | Jeff Roberts, Administrator of Elections          |  |   | 862-8813                               | 862-8810                                 |  |
| <b>Grant Name:</b>  | Center for Tech and Civic Life COVID19 20-20 Amend. 1 |   |  |   |  |  |  |
| <b>Grantor:</b>   | CENTER FOR TECH AND CIVIC LIFE ▼                      |   |  |   | <b>Other:</b>                          |  |  |
| <b>Grant Period From:</b>   | 06/15/20  | (applications only) Anticipated Application Date: |  |   |  |  |  |
| <b>Grant Period To:</b>   | 06/30/21  | (applications only) Application Deadline:         |  |   |  |  |  |
| <b>Funding Type:</b>  | OTHER ▼   | <b>Multi-Department Grant</b>                     |  | <input type="checkbox"/>                          | <b>If yes, list below.</b>             |  |  |
| <b>Pass-Thru:</b>   | ▼   | <b>Outside Consultant Project:</b>                |  | <input type="checkbox"/>                          |  |  |  |
| <b>Award Type:</b>  | OTHER ▼   | <b>Total Award:</b>                               |  | \$0.00  |  |  |  |
| <b>Status:</b>  | AMENDMENT ▼   | <b>Metro Cash Match:</b>                          |  | \$0.00  |  |  |  |
| <b>Metro Category:</b>  | Est. Prior. ▼   | <b>Metro In-Kind Match:</b>                       |  | \$0.00  |  |  |  |
| <b>CFDA #</b>   | NA  | <b>Is Council approval required?</b>              |  | <input checked="" type="checkbox"/>               |  |  |  |
| <b>Project Description:</b>   |   |   | <b>Applic. Submitted Electronically?</b> |   | <input checked="" type="checkbox"/>    |  |  |
| Funding from the Private Entity Center for Tech and Civic Life for COVID 19 expenditures for elections. <b>Amendment 1 extends the end date from 12/31/20 to 6/30/21.</b> |   |   |  |   |  |  |  |
| <b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>   |   |   |  |   |  |  |  |
| N/A   |   |   |  |   |  |  |  |
| <b>How is Match Determined?</b>   |   |   |  |   |  |  |  |
| <b>Fixed Amount of \$</b>   | NA  | or  | 20.0%                                    | <b>% of Grant</b>                                 | <b>Other:</b> <input type="checkbox"/> |  |  |
| <b>Explanation for "Other" means of determining match:</b>  |   |   |  |   |  |  |  |
| No Match Required   |   |   |  |   |  |  |  |
| <b>For this Metro FY, how much of the required local Metro cash match:</b>  |   |   |  |   |  |  |  |
| <b>Is already in department budget?</b>   |   | NA  |  | <b>Fund</b>                                       | <b>Business Unit</b>                   |  |  |
| <b>Is not budgeted?</b>   |   |   |  | <b>Proposed Source of Match:</b>                  |  |  |  |
| <b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>   |   |   |  |   |  |  |  |
| <b>Other:</b>   |   |   |  |   |  |  |  |
| <b>Number of FTEs the grant will fund:</b>  |   | 0.00  |  | <b>Actual number of positions added:</b>          |  | 0.00                                     |  |
| <b>Departmental Indirect Cost Rate</b>  |   | 10.00%  |  | <b>Indirect Cost of Grant to Metro:</b>           |  | \$47,591.50                              |  |
| <b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No   |   | % Allow.  |  | <b>Ind. Cost Requested from Grantor:</b>          |  | \$0.00 <b>in budget</b>                  |  |
| <b>Draw down allowable?</b> <input type="checkbox"/>  |   |   |  |   |  |  |  |
| <b>Metro or Community-based Partners:</b>   |   |   |  |   |  |  |  |

### Part Two

| Grant Budget                |                   |                 |               |               |                      |                         |                     |                          |                        |                             |
|-----------------------------|-------------------|-----------------|---------------|---------------|----------------------|-------------------------|---------------------|--------------------------|------------------------|-----------------------------|
| Budget Year                 | Metro Fiscal Year | Federal Grantor | State Grantor | Other Grantor | Local Match Cash     | Match Source (Fund, BU) | Local Match In-Kind | Total Grant Each Year    | Indirect Cost to Metro | Ind. Cost Neg. from Grantor |
| Yr 1                        | FY21              |                 |               | \$475,915.00  | \$0.00               |                         | \$0.00              | \$475,915.00             | \$47,591.50            | \$0.00                      |
| Yr 2                        | FY__              |                 |               |               |                      |                         |                     |                          |                        |                             |
| Yr 3                        | FY__              |                 |               |               |                      |                         |                     |                          |                        |                             |
| Yr 4                        | FY__              |                 |               |               |                      |                         |                     |                          |                        |                             |
| Yr 5                        | FY__              |                 |               |               |                      |                         |                     |                          |                        |                             |
| <b>Total</b>                |                   |                 |               | \$475,915.00  | \$0.00               |                         | \$0.00              | \$475,915.00             | \$47,591.50            | \$0.00                      |
| <b>Date Awarded:</b>        |                   |                 |               | 01/28/21      | <b>Tot. Awarded:</b> |                         | \$0.00              | <b>Contract#:</b> LETTER |                        |                             |
| <b>(or) Date Denied:</b>    |                   |                 |               |               | <b>Reason:</b>       |                         |                     |                          |                        |                             |
| <b>(or) Date Withdrawn:</b> |                   |                 |               |               | <b>Reason:</b>       |                         |                     |                          |                        |                             |

[trinity.weathersby@nashville.gov](mailto:trinity.weathersby@nashville.gov)

Contact: [vaughn.wilson@nashville.gov](mailto:vaughn.wilson@nashville.gov)



CENTER FOR  
TECH AND  
CIVIC LIFE

January 26, 2021

Davidson County, Tennessee  
Finance Director  
1417 Murfreesboro Pike  
Nashville, TN 37219

Dear Rick Brown,

This agreement confirms our amendment to paragraphs 7 and 10 of the attached agreement. The grant project period shall end on June 30, 2021, and reporting pursuant to paragraph 7 shall be due on July 31, 2021.

Sincerely,

*Tiana M. Johnson*

Tiana Epps Johnson  
Executive Director  
Center for Tech and Civic Life

Davidson County

By: 

Title: Administrator of Elections

Date: 1-29-21



CENTER FOR TECH & CIVIC LIFE  
[hello@techandciviclife.org](mailto:hello@techandciviclife.org)

**SIGNATURE PAGE  
FOR  
GRANT NO. Center for Tech and Civic Life COVID 19 Grant Amendment 1**

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
**Department Name**

1-28-21  
\_\_\_\_\_  
**Date**

APPROVED AS TO AVAILABILITY  
OF FUNDS:

\_\_\_\_\_  
Kevin Crumbo, Director  
Department of Finance

\_\_\_\_\_  
**Date**

APPROVED AS TO RISK AND INSURANCE:

\_\_\_\_\_  
Director of Insurance

\_\_\_\_\_  
**Date**

APPROVED AS TO FORM AND  
LEGALITY:

\_\_\_\_\_  
Metropolitan Attorney

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
John Cooper  
Metropolitan Mayor

\_\_\_\_\_  
**Date**

ATTEST:

\_\_\_\_\_  
Metropolitan Clerk

\_\_\_\_\_  
**Date**

RESOLUTION NO. RS2020 - 588

A resolution accepting a grant from the Center for Tech and Civic Life, to The Metropolitan Government of Nashville and Davidson County, acting by and through the Davidson County Election Commission, to provide planning and operationalizing of a safe and secure election administration in Davidson County in 2020.

WHEREAS, the Center for Tech and Civic Life, has awarded a grant in an amount not to exceed \$475,915.00 with no cash match required to The Metropolitan Government of Nashville and Davidson County, acting by and through the Davidson County Election Commission, to provide planning and operationalizing of a safe and secure election administration in Davidson County in 2020; and,

WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that this grant be accepted.

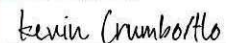
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That the grant by and between the Center for Tech and Civic Life, and The Metropolitan Government of Nashville and Davidson County, acting by and through the Davidson County Election Commission, in an amount not to exceed \$475,915.00, to provide planning and operationalizing of a safe and secure election administration in Davidson County in 2020, a copy of which grant is attached hereto and incorporated herein, is hereby approved.


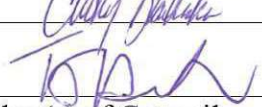
Section 2. That the amount of this grant be appropriated to the Davidson County Election Commission, based on the revenues estimated to be received and any match to be applied.

Section 3. That this resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

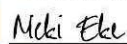
APPROVED AS TO AVAILABILITY OF FUNDS:

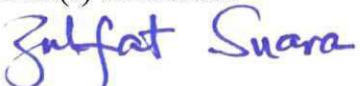
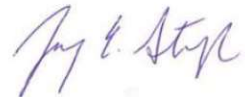

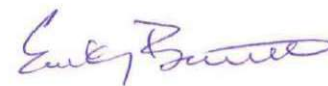
DocuSigned by:  
  
Kevin Crumbo, Director  
Department of Finance

INTRODUCED BY:

  
  
  
Member(s) of Council

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:  
  
Assistant Metropolitan Attorney

## GRANT SUMMARY SHEET

**Grant** Center for Tech and Civic Life COVID19 20-20

**Department:** ELECTION COMM.

**Grantor:** CENTER FOR TECH AND CIVIC LIFE

**Pass-Through  
Grantor**

**Total Award this** \$475,915.00

**Cash Match** \$0.00

**Department** Jeff Roberts, Administrator of Elections  
862-8813

**Status** NEW

**Program Description:**

Funding form the Private Entity Center for Tech and Civic Life for COVID 19 expenditures for elections.

**Plan for continuation of services upon**

N/A

### Grants Tracking Form

**Part One**

|   |  |  |  |   |  |  |  |
|---|--|--|--|---|--|--|--|
| <input type="radio"/> Pre-Application   |  | <input type="radio"/> Application                                |  | <input checked="" type="radio"/> Award Acceptance   |  | <input type="radio"/> Contract Amendment |  |
| <b>Department</b>   | <b>Dept. No.</b>                             | <b>Contact</b>   |  | <b>Phone</b>  | <b>Fax</b>                             |  |  |
| ELECTION COMM.  | 005  | Jeff Roberts, Administrator of Elections                         |  | 882-8813  | 882-8810                               |  |  |
| <b>Grant Name:</b>  | Center for Tech and Civic Life COVID19 20-20 |  |  |   |  |  |  |
| <b>Grantor:</b>   | CENTER FOR TECH AND CIVIC LIFE               |  |  | <b>Other:</b>                                       |  |  |  |
| <b>Grant Period From:</b>   | 08/15/20                                     | <small>(applications only) Anticipated Application Date:</small> |  |   |  |  |  |
| <b>Grant Period To:</b>   | 12/31/20                                     | <small>(applications only) Application Deadline:</small>         |  |   |  |  |  |
| <b>Funding Type:</b>  | OTHER  | <b>Multi-Department Grant</b>                                    |  | <input type="checkbox"/> <b>If yes, list below.</b> |  |  |  |
| <b>Pass-Thru:</b>   |  | <b>Outside Consultant Project:</b>                               |  | <input type="checkbox"/>                            |  |  |  |
| <b>Award Type:</b>  | OTHER  | <b>Total Award:</b>  |  | \$475,915.00  |  |  |  |
| <b>Status:</b>  | NEW  | <b>Metro Cash Match:</b>   |  | \$0.00  |  |  |  |
| <b>Metro Category:</b>  | New Initiative                               | <b>Metro In-Kind Match:</b>                                      |  | \$0.00  |  |  |  |
| <b>CFDA #</b>   | NA   | <b>Is Council approval required?</b>                             |  | <input checked="" type="checkbox"/>                 |  |  |  |
| <b>Project Description:</b>   |  |  | <b>Applic. Submitted Electronically?</b> |   | <input checked="" type="checkbox"/>    |  |  |
| Funding from the Private Entity Center for Tech and Civic Life for COVID 19 expenditures for elections. |  |  |  |   |  |  |  |
| <b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>                     |  |  |  |   |  |  |  |
|   |  |  |  |   |  |  |  |
| <b>How is Match Determined?</b>   |  |  |  |   |  |  |  |
| <b>Fixed Amount of \$</b>   | NA   | or   | 20.0%                                    | <b>% of Grant</b>                                   | <b>Other:</b> <input type="checkbox"/> |  |  |
| <b>Explanation for "Other" means of determining match:</b>  |  |  |  |   |  |  |  |
| No Match Required   |  |  |  |   |  |  |  |
| <b>For this Metro FY, how much of the required local Metro cash match:</b>                              |  |  |  |   |  |  |  |
| <b>is already in department budget?</b>   |  | NA   |  | <b>Fund</b>   | <b>Business Unit</b>                   |  |  |
| <b>is not budgeted?</b>   |  |  |  | <b>Proposed Source of Match:</b>                    |  |  |  |
| <b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>                   |  |  |  |   |  |  |  |
| <b>Other:</b>   |  |  |  |   |  |  |  |
| <b>Number of FTEs the grant will fund:</b>  |  | 0.00   |  | <b>Actual number of positions added:</b>            |  | 0.00                                     |  |
| <b>Departmental Indirect Cost Rate</b>  |  | 10.00%   |  | <b>Indirect Cost of Grant to Metro:</b>             |  | \$47,591.50                              |  |
| <b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No           |  | % Allow.   |  | <b>Ind. Cost Requested from Grantor:</b>            |  | \$0.00 <b>In budget</b>                  |  |
| <b>Draw down allowable?</b> <input type="checkbox"/>  |  |  |  |   |  |  |  |
| <b>Metro or Community-based Partners:</b>   |  |  |  |   |  |  |  |

**Part Two**

**Grant Budget**

| Budget Year                 | Metro Fiscal Year | Federal Grantor | State Grantor | Other Grantor | Local Match Cash     | Match Source (Fund, BU) | Local Match In-Kind | Total Grant Each Year | Indirect Cost to Metro | Ind. Cost Neg. from Grantor |
|-----------------------------|-------------------|-----------------|---------------|---------------|----------------------|-------------------------|---------------------|-----------------------|------------------------|-----------------------------|
| Yr 1                        | FY21              |                 |               | \$475,915.00  | \$0.00               |                         | \$0.00              | \$475,915.00          | \$47,591.50            | \$0.00                      |
| Yr 2                        | FY__              |                 |               |               |                      |                         |                     |                       |                        |                             |
| Yr 3                        | FY__              |                 |               |               |                      |                         |                     |                       |                        |                             |
| Yr 4                        | FY__              |                 |               |               |                      |                         |                     |                       |                        |                             |
| Yr 5                        | FY__              |                 |               |               |                      |                         |                     |                       |                        |                             |
| <b>Total</b>                |                   |                 |               | \$475,915.00  | \$0.00               |                         | \$0.00              | \$475,915.00          | \$47,591.50            | \$0.00                      |
| <b>Date Awarded:</b>        |                   |                 |               | 09/28/20      | <b>Tot. Awarded:</b> |                         | \$475,915.00        | <b>Contract#:</b>     |                        | LETTER                      |
| <b>(or) Date Denied:</b>    |                   |                 |               |               | <b>Reason:</b>       |                         |                     |                       |                        |                             |
| <b>(or) Date Withdrawn:</b> |                   |                 |               |               | <b>Reason:</b>       |                         |                     |                       |                        |                             |

[trinity.weathersby@nashville.gov](mailto:trinity.weathersby@nashville.gov)

Contact: [vaughn.wilson@nashville.gov](mailto:vaughn.wilson@nashville.gov)



CENTER FOR  
TECH AND  
CIVIC LIFE

September 24, 2020

Davidson County, Tennessee  
County Administrator of Elections  
1417 Murfreesboro Pike  
Nashville, TN 37219

Dear Jeffrey Roberts,

I am pleased to inform you that based on and in reliance upon the information and materials provided by Davidson County, the Center for Tech and Civic Life ("CTCL"), a nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award a grant to support the work of Davidson County ("Grantee").

The following is a description of the grant:

**AMOUNT OF GRANT:** \$475,915.00 USD

**PURPOSE:** The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Davidson County in 2020 ("Purpose").

Before CTCL transmits these funds to Grantee, CTCL requires that Grantee review and sign this agreement ("Grant Agreement") and agree to use the grant funds in compliance with the Grant Agreement and with United States tax laws and the laws and regulations of your state and jurisdiction ("Applicable Laws"). Specifically, by signing this letter Grantee certifies and agrees to the following:

1. Grantee is a local government unit or political subdivision within the meaning of IRC section 170(c)(1).
2. This grant shall be used only for the Purpose described above, and for no other purposes.



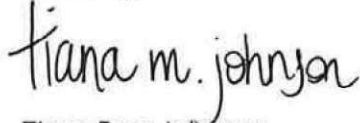
3. Grantee has indicated that the amount of the grant shall be expended on the following specific election administration needs: Non-partisan voter education, Personal protective equipment (PPE) for staff, poll workers, or voters, Poll worker recruitment funds, hazard pay, and/or training expenses, Polling place rental and cleaning expenses for early voting or Election Day, Temporary staffing, Vote-by-mail/Absentee voting equipment or supplies, and Election administration equipment. Grantee may allocate grant funds among those needs, or to other public purposes listed in the grant application, without further notice to or permission of CTCL.
4. Grantee shall not use any part of this grant to make a grant to another organization, except in the case where the organization is a local government unit or political subdivision within the meaning of IRC section 170(c)(1) or a nonprofit organization tax-exempt under IRC section 501(c)(3), and the subgrant is intended to accomplish the Purpose of this grant. Grantee shall take reasonable steps to ensure that any such subgrant is used in a manner consistent with the terms and conditions of this Grant Agreement, including requiring that subgrantee agrees in writing to comply with the terms and conditions of this Grant Agreement.
5. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs may be applied to the grant. The Grantee shall expend the amount of this grant for the Purpose by December 31, 2020.
6. Grantee is authorized to receive this grant from CTCL and certifies that (a) the receipt of these grant funds does not violate any Applicable Laws, and (b) Grantee has taken all required, reasonable and necessary steps to receive, accept and expend the grant in accordance with the Purpose and Applicable Law.
7. The Grantee shall produce a brief report explaining and documenting how grant funds have been expended in support of the activities described in paragraph 3. This report shall be sent to CTCL no later than January 31, 2021 in a format approved by CTCL and shall include with the report a signed certification by Grantee that it has complied with all terms and conditions of this Grant Agreement.
8. This grant may not supplant previously appropriated funds. The Grantee shall not reduce the budget of the County Administrator of Elections ("the Election Department") or fail to appropriate or provide previously budgeted funds to the Election Department for the term of this grant. Any amount supplanted, reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant.
9. CTCL may discontinue, modify, withhold part of, or ask for the return all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above terms and conditions of this grant have not been met, or (b) CTCL is required to do so to comply with applicable laws or regulations.
10. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs for the Purpose may be applied to the grant.



Your acceptance of and agreement to these terms and conditions and this Grant Agreement is indicated by your signature below on behalf of Grantee. Please have an authorized representative of Grantee sign below, and return a scanned copy of this letter to us by email at [grants@techandcivicliflife.org](mailto:grants@techandcivicliflife.org).

On behalf of CTCL, I extend my best wishes in your work.

Sincerely,



Tiana Epps Johnson

Executive Director

Center for Tech and Civic Life

GRANTEE

By: 

Title: Administrator of Elections

Date: \_\_\_\_\_



**SIGNATURE PAGE  
FOR  
GRANT NO. Center for Tech and Civic Life COVID19 20-20**

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**

"See previous page"  
Election Commission

\_\_\_\_\_  
Date

**APPROVED AS TO AVAILABILITY  
OF FUNDS:**

DocuSigned by:  
Kevin Crumbo  
Kevin Crumbo, Director  
Department of Finance

10/5/2020  
Date

**APPROVED AS TO RISK AND INSURANCE:**

DocuSigned by:  
Balagun Cobb  
Director of Insurance

10/5/2020  
Date

**APPROVED AS TO FORM AND  
LEGALITY:**

DocuSigned by:  
Neki Eke  
Metropolitan Attorney

10/5/2020  
Date

**FILED:**

\_\_\_\_\_  
Metropolitan Clerk RS2020-588

\_\_\_\_\_  
Date

**SIGNATURE PAGE  
FOR  
GRANT NO. Center for Tech and Civic Life COVID19 20-20**

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**

"See previous page"  
Election Commission

\_\_\_\_\_  
Date

APPROVED AS TO AVAILABILITY  
OF FUNDS:

DocuSigned by:  
Kevin Crumbo  
Kevin Crumbo, Director  
Department of Finance

10/5/2020  
Date

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:  
Balogun Cobb  
Director of Insurance

10/5/2020  
Date

APPROVED AS TO FORM AND  
LEGALITY:

DocuSigned by:  
Niki Eke  
Metropolitan Attorney

10/5/2020  
Date

FILED:

ESH

Metropolitan Clerk RS2020-588

OCT 21 2020  
Date

# ORIGINAL

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*METROPOLITAN COUNTY COUNCIL*

Resolution No. RS2020 - 588

A resolution accepting a grant from the Center for Tech and Civic Life, to The Metropolitan Government of Nashville and Davidson County, acting by and through the Davidson County Election Commission, to provide planning and operationalizing of a safe and secure election administration in Davidson County in 2020.

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*Introduced* OCT 20 2020

*Amended* \_\_\_\_\_

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*Adopted* OCT 20 2020

*Approved* 

*By* OCT 21 2020  
*Metropolitan Mayor*

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