Metropolitan Council

PROPOSED AMENDMENTS PACKET

FOR THE COUNCIL MEETING OF

TUESDAY, JUNE 17, 2025

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Substitute BILL NO. BL2025-833

A bill to be entitled: The Budget Ordinance of the Metropolitan Government of Nashville and Davidson County, Tennessee for Fiscal Year 2026

WHEREAS, Article 6 of the Metropolitan Charter provides for the preparation of the Annual Operating Budget of the Metropolitan Government and for its submission to the Council by the Mayor not later than May 1 of each year.

BE IT ENACTED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

ARTICLE I

The amounts hereafter set out in Section I and Section II shall constitute the estimated revenues and applicable prorating provisions for property taxes, and the Operating Budget for The Metropolitan Government of Nashville and Davidson County, and the said sums specified herein are hereby appropriated for the purpose of meeting the expenses for the General Services District (GSD) and the Urban Services District (USD), respectively, for the various departments, institutions, offices, and agencies of the Metropolitan Government, and for meeting the payments of principal and interest on the Metropolitan Government debt maturing during the fiscal year beginning July 1, 2025 and ending June 30, 2026 (hereinafter referred to as Fiscal Year 2026 and FY 2026).

The informational summary sheets immediately following are summaries of the detailed estimated revenue sources and budget appropriations by funds for purposes and in amounts numerically itemized by departmental accounts in subsequent schedules of Section I and Section II.

In order to facilitate proper grant accounting, the Director of Finance is hereby authorized to transfer grant-related appropriations and estimated revenues from the general funds to existing or new grant-related special revenue funds at her discretion.

For the purpose of maintaining authorized position counts in Metro's enterprise business system, the Director of Finance is hereby authorized to adjust budgeted positions and full-time equivalents of the various departments and agencies of the Metropolitan Government within authorized budget allocations established in this ordinance.

The Director of Finance is hereby authorized to transfer funds as necessary to implement the Guaranteed Payment Plan program previously approved by the Metropolitan Council.

Pursuant to RS2021-794 and RS2024-186, the Director of Finance is hereby authorized to transfer funds and positions as necessary for the continued services for the collection and disposal of solid waste as discussed in the Memorandum of Understanding.

Following the enactment of BL2025-819, or pursuant to passage of any other legislation by the Metropolitan Council concerning the creation of a department of waste services, the Director of Finance is hereby authorized to transfer funds and positions as necessary to implement the creation and operation of a department of waste services.

The Director of Finance is hereby authorized to carry forward and allocate in FY 2026 any unencumbered and unexpended funds at June 30, 2025 for General Government Administration, Employee Benefits and Contingency, Economic Development, and Community Support.

The Director of Finance is hereby authorized to carry forward and allocate in FY 2026 any unencumbered and unexpended funds at June 30, 2025 for appropriations made from benefit trust fund accounts.

The Director of Finance is hereby authorized to adjust the interest earnings of each account in the Metro Investment Pool to recover a pro-rata share of the costs of the Treasurer's investment and cash management programs.

All hereafter-collected revenues accruing to a respective special revenue, grant, internal service, or enterprise fund identified in Section I, Schedule D that are in excess of the revenues and fund balances as provided for in this ordinance are hereby appropriated to such respective fund unless otherwise provided for by this ordinance or applicable law. Any appropriation made pursuant to the foregoing sentence shall be subject to allotment by the Director of Finance, and no expenditure nor encumbrance shall be made until such allotment has been made.

For the purpose of providing funds in anticipation of various grant and other revenues, the Director of Finance is hereby authorized to enter into interfund loans between funds of the Metropolitan Government and between the Metropolitan Government and related but separate legal entities that are included in the Metropolitan Government's reporting entity, as may be permitted under the laws of the State of Tennessee.

Nashville General Hospital (NGH) serves as a safety net facility for the provision of acute medical care services to residents of Davidson County, Tennessee. NGH requires additional resources to provide health care services to the indigent, uninsured and Medicaid/TennCare patients in Davidson County; otherwise such services would be unavailable. An appropriation of $60,746,400 is to be provided to the Hospital Authority, all of which is provided as part of this Fiscal Year 2026 operating budget. A portion of the $60,746,400 appropriation shall be established for safety net expansion purposes based upon state determined guidelines. This safety net expansion appropriation shall be in the form of an intergovernmental transfer to the State of Tennessee as a match to secure federal funding. Such federal funding requires the approval of the Centers for Medicare and Medicaid Services (CMS). If CMS fails to approve the federal funding match, then the appropriation will be paid directly to the Hospital Authority. The Mayor is authorized to execute any and all documents necessary to complete the above-referenced transaction with the Federal and State governments.

As an express condition of the receipt of the Hospital Authority appropriation set forth herein, monthly, within 5 days of Hospital Authority Board review but no later than 45 days after the end of each month, the Hospital Authority shall provide electronic copies of the following:

(a) the most recent month end budget to actual income statement;
(b) the most recent cash flow statement showing each actual month beginning July 1, 2025 and showing each projected month through June 30, 2026;
(c) the most recent month's balance sheet;
(d) the most recent bank statements or other documentation from all Hospital Authority banks showing detailed deposit and withdrawal transactions;
(e) aging reports with explanations for any amounts in dispute for accounts receivable, accounts payable and any recorded or unrecorded liabilities not included in accounts payable, including a comprehensive summary of each unpaid amount billed by Meharry Medical College;
(f) the previous month's copies of the balance sheet;
(g) the monthly actual and projected cash flow;
(h) patient outcome documentation;
(i) co-pays and deductibles collected at time of service upon intake; and
(j) Nashville General Hospital department audits.

These records shall be submitted to the following:

a. the Metropolitan Director of Finance;
b. the Vice Mayor of the Metropolitan Council; and
c. each member of the Metropolitan Council.

In the event adjustments are needed for internal service fund budgets by the Metro Council, the Director of Finance is authorized to adjust the affected operating budgets of internal service funds, special revenue funds, enterprise funds, and departmental operating budget accounts. The Director of Finance is authorized to adjust internal service fund budgets for purposes of incorporating pay plan adjustments as authorized by the Metro Council.

Within 5 business days of the closure of the ledger for each month, but no later than 45 days after the end of each month, the Metropolitan Nashville Public Schools (MNPS) shall provide the following for the MNPS General Fund and special revenue funds and internal service funds managed by MNPS listed in Section 1, Schedule D of this ordinance:
(a) the most recent month end budget to actual expense activity with monthly projections through June 30, 2026;
(b) the most recent month end budget to actual revenue activity with monthly projections through June 30, 2026 for revenue accounts projected by MNPS;
(c) the most recent cash flow statement showing each actual month beginning July 1, 2025 and showing each projected month through June 30, 2026;
(d) any reported programmatic or funding changes in Tennessee Investment in Student Achievement (TISA);
(e) any audit findings or legal determinations that could have a material impact on financial
resources;
(f) summary by grant of the amounts billed but not yet received;
(g) summary by grant of the amounts expended but not yet billed to grantors; and
(h) a report on the status of revenue allocations and expenditure status of any local, state, or federal funds made available to the MNPS for COVID-19 relief.

These records shall be submitted to the following:
a. the Metropolitan Director of Finance;
b. the Mayor's Office;
c. the Vice Mayor of the Metropolitan Council; and
d. each member of the Metropolitan Council.

The Director of Finance is hereby authorized to carry forward and allocate remaining funds at June 30, 2025 and funds received during FY 2026 from Hotel Occupancy Tax Funds (30047 Hotel Occupancy 2007 1% Secondary TDZ Fund) enacted pursuant to Ordinance BL2010-727, as amended by BL2017-589, for the purpose of reimbursing expenses related to flood mitigation and the repair and renovation of the Grand Ole Opry House due to damages directly caused by the May 2010 flood.

The Director of Finance is hereby authorized to increase the allocation for the tourist promotion budget from Hotel Motel Occupancy Tax Funds (30044 Hotel Tourist Promotion) for the purpose of recognizing any revenue received in excess of budgeted revenues to support the direct promotion of tourism in accordance with TCA Title 7, Chapter 4.

For the purpose of obtaining adequate funds for its continued operation while awaiting the receipt of funds from federal grants, MTA is hereby authorized to borrow funds in a principal amount not to exceed $20 million dollars at a rate of interest and such other terms to be determined at the discretion of MTA in accordance with its policies and procedures, (the evidence of such borrowing referred to as the "Note"). The Note shall mature not later than June 30, 2026. The principal of and interest on the amount of the Note may be secured by the pledge of the MTA's business assets, including accounts, accounts receivable, contract rights, inventory, furniture, fixtures, equipment, general intangibles, and personal property of all and every kind, wherever located and whether now existing or hereinafter acquired. MTA may take such other steps as are necessary to effectuate the Note and the purposes of this Resolution. The debt secured by the Note shall not pledge the credit of the Metropolitan Government of Nashville and Davidson County and shall be "without recourse" such that the Metropolitan Government of Nashville and Davidson County is not obligated with respect to the debt or the Note.

~~For the purpose of implementing the Choose How You Move Transportation Improvement Plan, the Director of Finance is hereby authorized to adjust operating budgets of internal service funds, special revenue funds, enterprise funds, and departmental operating budget accounts.~~

Pursuant to RS2025-1139 (Fund Balance Reserve Policies), the Director of Finance shall establish the Budget Sustainability Reserve Targets as follows: General Service District Fund, 2%; General Services District Debt Service Fund, 2%; General Purpose Schools Fund, 2%; General Purpose Schools Debt Service Fund, 2%; Urban Services District Fund, 4%; and Urban Services Debt Service Fund 4%.

Pursuant to RS2025-1139 (Fund Balance Reserve Policies), the Director of Finance shall restore Operational Reserve and Budget Sustainability to their minimum or otherwise established targets.

Summary Of Estimated Revenue And Fund Balances To Support Appropriations **Fiscal Year 2026**

Revenue Source Or Description	General Fund	Debt Service Fund	School Debt Service Fund	School Funds	Total
GENERAL SERVICES DISTRICT:					
Property Taxes - Current Year	$1,010,745,600	$283,493,700	$74,812,300	$656,090,300	$2,025,141,900
Property Taxes - Non Current Year	90,273,800	4,190,600	1,072,700	11,546,500	107,083,600
Local Option Sales Tax	269,478,300	0	60,281,900	407,671,100	737,431,300
Other Taxes, Licenses, and Permits	177,597,600	0	0	49,663,600	227,261,200
Fines, Forfeits, and Penalties	4,752,000	246,800	0	2,000	5,000,800
Other Agencies - Federal Direct	100,000	4,921,900	0	0	5,021,900
Other Agencies - Federal Through State	3,900,000	0	0	475,000	4,375,000
Other Agencies - Other Pass - Through	10,225,800	0	0	0	10,225,800
Other Agencies - State Direct	153,497,900	0	0	281,750,000	435,247,900
Other Agencies - Other Governments	21,184,900	0	0	0	21,184,900
Commissions and Fees	19,310,200	0	0	0	19,310,200
Charges for Current Services	54,237,700	0	0	600,000	54,837,700
Compensation from Property	436,000	0	0	1,540,000	1,976,000
Miscellaneous	808,500	0	0	180,000	988,500
Subtotal	$1,816,548,300	$292,853,000	$136,166,900	$1,409,518,500	$3,655,086,700
Operating Transfers In	40,565,600	11,708,400	1,625,500	3,500,000	57,399,500
Fund Balance Appropriation	0	0	0	0	0
Total Available for GSD Appropriations	$1,857,113,900	$304,561,400	$137,792,400	$1,413,018,500	$3,712,486,200
URBAN SERVICES DISTRICT:					
Property Taxes - Current Year	$3,290,000	$15,060,500	$0	$0	$18,350,500
Property Taxes - Non Current Year	16,305,400	350,700	0	0	16,656,100
Other Taxes, Licenses, and Permits	31,857,500	0	0	0	31,857,500
Subtotal	$51,452,900	$15,411,200	$0	$0	$66,864,100
Appropriated Unreserved Fund Balances	18,984,900	1,529,700	0	0	20,514,600
Total Available for USD Appropriations	$70,437,800	$16,940,900	$0	$0	$87,378,700

Summary Of Appropriations In Appropriated Funds By District **Fiscal Year 2026**

Function	General Services District	Urban Services District	Duplicated by Interdistrict Interfund Transfers	Appropriation by Function and/or Fund
GENERAL FUNDS:				
General Government	$382,830,900	$3,724,000	$0	$386,554,900
	~~$383,253,900~~			~~$386,977,900~~
Fiscal Administration	43,606,000	0	0	43,606,000
Administration of Justice	114,627,300	0	0	114,627,300
	~~114,552,300~~			~~114,552,300~~
Law Enforcement and Care of Prisoners	457,478,700	0	0	457,478,700
Fire Prevention and Control	228,109,000	0	0	228,109,000
Regulation, Inspection, & Economic Development	61,958,800	3,664,700	0	65,623,500
	~~62,433,800~~			~~66,098,500~~
Social Services	21,327,100	0	0	21,327,100
	~~21,052,100~~			~~21,052,100~~
Health and Hospitals	161,811,700	0	0	161,811,700
	~~161,561,700~~			~~161,561,700~~
Public Library System	48,803,800	0	0	48,803,800
	~~48,653,800~~			~~48,653,800~~
Recreational, Cultural, Conservation & Community Support	110,036,600	0	0	110,036,600
	~~109,888,600~~			~~109,888,600~~
Infrastructure and Transportation	143,203,300	60,339,900	0	203,543,200
Fund Balance Restoration	47,836,900	0	0	47,836,900
Fund Balance Sustainability	35,483,800	2,709,200	0	38,193,000
GENERAL FUNDS TOTAL	1,857,113,900	70,437,800	0	1,927,551,700
DEBT SERVICE FUNDS	442,353,800	16,940,900	0	459,294,700
SCHOOL OPERATING FUND	1,413,018,500	0	0	1,413,018,500
TOTAL APPROPRIATIONS BY DISTRICT	3,712,486,200	87,378,700	0	3,799,864,900
Less GSD Interfund Transfer - GSD Operating to GSD Debt	(188,900)			(188,900)
NET APPROPRIATION BY DISTRICT	$3,712,297,300	$87,378,700	$0	$3,799,676,000

Estimated Unencumbered Beginning & Fund Balance Appropriations
This schedule is presented for information purposes only.

Fiscal Year 2026

Fund	Estimated Unencumbered Fund Balance June 30, 2025	Fund Balance Appropriations FY 2026 Budget	Fund Balance Restoration FY 2026 Budget	Estimated Unencumbered Fund Balance June 30, 2026	Estimated June 30, 2026 Balance as a Percent of FY26 Expenditure Budget
GENERAL SERVICES DISTRICT:					
General Fund	$253,775,600	$0	$47,836,900	$301,612,500	17.0%
Debt Service Fund	131,555,200	0	11,903,400	143,458,600	50.0%
Schools Fund	232,137,300	0	2,901,100	235,038,400	17.0%
Schools Debt Service Fund	65,421,600	0	1,425,600	66,847,200	50.0%
URBAN SERVICES DISTRICT:					
General Fund	32,140,800	(18,984,900)	0	13,155,900	19.4%
Debt Service Fund	10,051,800	(1,529,700)	0	8,522,100	52.3%

Fund	Estimated Budget Sustainability June 30, 2025	Budget Sustainability Appropriations FY 2026 Budget	Establishment of Budget Sustainability FY 2026 Budget	Budget Sustainability FY 2026 Budget	FY26 Budget Sustainability as a Percent of FY26 Expenditure Budget
GENERAL SERVICES DISTRICT:					
General Fund	$0	$0	$35,483,800	$35,483,800	2.0%
Debt Service Fund	0	0	5,740,700	5,740,700	2.0%
Schools Fund	0	0	27,538,500	27,538,500	2.0%
Schools Debt Service Fund	0	0	2,672,500	2,672,500	2.0%
URBAN SERVICES DISTRICT:					
General Fund	0	0	2,709,200	2,709,200	4.0%
Debt Service Fund	0	0	658,200	658,200	4.0%

Provisions for Prorating Property Taxes:

2024 (Preceding) and Prior Years: 2024 and prior years' Property Taxes of the General Services District, collected during Fiscal Year 2026, are to be prorated consistent with the tax levy ordinance applicable for the tax year and fiscal year in which the tax was originally levied.

2025 Property Taxes: 2025 Property Taxes of the General Services District, collected during Fiscal Year 2026, are to be prorated consistent with the tax levy ordinance for Fiscal Year 2026.

Therefore, all such taxes are prorated as follows:

Fund	GSD Outside USD	GSD Inside USD
10101 GSD General Fund	49.910%	49.910%
35131 GSD Schools Fund	32.397%	32.397%
20115 GSD Debt Service Fund	13.999%	13.999%
25104 GSD Schools Debt Service Fund	3.694%	3.694%
	100.000%	100.000%

Section I: General Services District — **Fiscal Year 2026**

Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
PROPERTY TAXES:						
Property Taxes - Current Year						
401110	Real Property - current year	$964,079,800	$270,129,400	$71,361,800	$626,073,300	$1,931,644,300
401120	Personal Property - current year	30,286,700	8,661,900	2,221,400	19,234,800	60,404,800
401130	Public Utility - current year	16,379,100	4,702,400	1,229,100	10,782,200	33,092,800
Subtotal Property Taxes - Current Year		1,010,745,600	283,493,700	74,812,300	656,090,300	2,025,141,900
Property Taxes - Non Current Year						
401212	Real-Collection -preceding year	$5,431,200	$2,251,600	$490,800	$4,244,900	$12,418,500
401213	Real-C & M - preceding year	1,524,900	633,800	138,000	1,194,500	3,491,200
401222	Personal Collection - preceding year	79,700	33,600	7,300	63,400	184,000
401224	Personal Collection - C & M - preceding year	324,900	135,300	29,500	255,200	744,900
401232	Public Utility Collection - preceding year	20,600	8,600	1,900	16,200	47,300
401234	Public Utility C&M Tax Lit preceding	24,400	10,200	2,200	19,300	56,100
401310	Real Property- C&M-prior	629,300	226,300	76,400	505,600	1,437,600
401311	Real Property-Trustee-prior	2,554,700	823,000	304,500	2,030,600	5,712,800
401320	Personalty-Trustee- prior	2,900	700	300	1,900	5,800
401324	Personalty-Trustee- C&M-prior	186,300	67,000	21,500	151,600	426,400
401334	Public Utility - C&M Tax Lit-prior	2,500	500	300	1,900	5,200
401510	Interest/ Penalty- Trustee	2,304,600	0	0	0	2,304,600
401520	Interest/ Penalty- Collections	3,056,700	0	0	0	3,056,700
401530	Interest/ Penalty- C&M	2,018,300	0	0	0	2,018,300
401531	Attorney Fees - C & M	774,700	0	0	0	774,700
401540	Tax Summons Fees	92,500	0	0	0	92,500
401541	Tax Summons Fees - Personal	47,400	0	0	0	47,400
401610	In-Lieu - current	71,198,200	0	0	3,061,400	74,259,600
Subtotal Property Taxes - Non Current Year		90,273,800	4,190,600	1,072,700	11,546,500	107,083,600
TOTAL PROPERTY TAXES		**$1,101,019,400**	**$287,684,300**	**$75,885,000**	**$667,636,800**	**$2,132,225,500**
LOCAL OPTION SALES TAX:						
402000	Local Option Sales Tax	$269,478,300	$0	$60,281,900	$407,671,100	$737,431,300
TOTAL LOCAL OPTION SALES TAX		**$269,478,300**	**$0**	**$60,281,900**	**$407,671,100**	**$737,431,300**
OTHER TAXES, LICENSES, AND PERMITS:						
403101	Marriage License	$0	$0	$0	$50,000	$50,000
403103	Special Private License	4,500	0	0	0	4,500
403104	Taxicab License	81,900	0	0	0	81,900
403105	Motor Vehicle License	30,691,300	0	0	0	30,691,300
403106	General Wrecker License	10,600	0	0	0	10,600
403107	Emergency Wrecker License	18,000	0	0	0	18,000
403108	Pawnbroker License	100	0	0	0	100
403111	Pet Registration	381,000	0	0	0	381,000
403112	Pedi Vehicle License	11,200	0	0	0	11,200
403113	Low Speed Vehicle License	6,600	0	0	0	6,600
403114	Arborist License	100	0	0	0	100
403116	Helping Schools License	0	0	0	1,500	1,500
403119	Tattoo License	50,000	0	0	0	50,000
403120	Adult Entertainment License	34,700	0	0	0	34,700
403123	Horse-Drawn Carriage License	3,000	0	0	0	3,000
403124	Booting Service License	9,300	0	0	0	9,300
403125	Other PVH Company Certi	50,500	0	0	0	50,500
403201	Commercial Vehicle Wheel Tax	3,935,000	0	0	0	3,935,000
403202	Wholesale Beer Tax	11,988,600	0	0	5,705,000	17,693,600
403203	Alcoholic Beverage Privilege Tax	562,700	0	0	0	562,700
403204	Alcoholic Beverage Gross Receipt Tax	726,400	0	0	32,583,900	33,310,300
403205	Beer Permit Privilege Tax	243,200	0	0	0	243,200
403206	Business Tax	61,705,100	0	0	11,323,200	73,028,300
403208	Mineral Severance Tax	1,000,000	0	0	0	1,000,000
403217	Fantasy Sports Tax	12,900	0	0	0	12,900
403218	Online Sports Betting Tax	1,475,300	0	0	0	1,475,300
403301	Wholesale Liquor Tax	9,375,400	0	0	0	9,375,400
403303	Taxicab Driver Permit	20,000	0	0	0	20,000
403304	Wrecker Permit	16,300	0	0	0	16,300
403305	Building Permit	15,165,500	0	0	0	15,165,500
403306	Electrical Permit	3,457,200	0	0	0	3,457,200
403307	Plumbing Permit	2,600,000	0	0	0	2,600,000

Section I: General Services District **Fiscal Year**
Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations **2026**

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
403308	Excavation Permit	4,136,000	0	0	0	4,136,000
403309	Beer Permit	105,000	0	0	0	105,000
403310	Gas Code Permit	2,600,000	0	0	0	2,600,000
403311	Alarm Device Permit	600,000	0	0	0	600,000
403315	Air Pollution Permit	160,000	0	0	0	160,000
403320	Temporary Street Close Permit	5,665,600	0	0	0	5,665,600
403321	Event & Film Permit-Banner	92,400	0	0	0	92,400
403321	Event & Film Permit-Film	20,000	0	0	0	20,000
403321	Event & Film Permit-Parade	28,800	0	0	0	28,800
403321	Event & Film Permit-Special	32,300	0	0	0	32,300
403321	Event & Film Permit-Right of Way	26,800	0	0	0	26,800
403324	Other PVH Vehicle Permi	5,000	0	0	0	5,000
403325	Other PVH Driver Permit	31,200	0	0	0	31,200
403328	Pet Dogs Outdoor Dining Permit	1,000	0	0	0	1,000
403329	Chicken Permit	6,800	0	0	0	6,800
403331	Commercial Solicitation Permit	400	0	0	0	400
403332	Permitted Solicitor Badge Fee	1,800	0	0	0	1,800
403333	Short-term Rental Permit	2,218,800	0	0	0	2,218,800
403334	Pedi Vehicle Permit	3,000	0	0	0	3,000
403335	Low Speed Vehicle Permit	3,000	0	0	0	3,000
403336	Shared Urban Mobility Devices	241,500	0	0	0	241,500
403400	Franchises-Other	13,498,600	0	0	0	13,498,600
403401	Franchises - Cable Television	4,483,200	0	0	0	4,483,200
TOTAL OTHER TAXES, LICENSES, AND PERMITS		**$177,597,600**	**$0**	**$0**	**$49,663,600**	**$227,261,200**
FINES, FORFEITS AND PENALTIES:						
404004	Offender Program Income	$1,000	$0	$0	$0	$1,000
404101	Metro Courts Fines & Costs - Div I	220,300	0	0	0	220,300
404104	Beer Law Violation Fine	253,600	0	0	0	253,600
404105	Gen'l Sessions - Traffic Viol. Ad. Fee	20,000	0	0	0	20,000
404106	Gen'l Sessions - DUI Fines - Crim. Ct Clk	170,000	0	0	0	170,000
404107	Game/Fish Violation Fine - GS Crim. Div.	2,000	0	0	0	2,000
404108	Environmental Court Fine	150,000	0	0	0	150,000
404109	Pre-Trial Diversion Cost	100	0	0	0	100
404110	Indigent Defendant Cost	10,000	0	0	0	10,000
404111	Traffic Violation Fine	1,700,000	0	0	0	1,700,000
404200	Court Clerk - Fines & Costs - Criminal	130,000	0	0	0	130,000
404211	Impact Demo Prog Fee	100	0	0	0	100
404212	Tattoo Parlors- Civil Fine	500	0	0	0	500
404244	Return Prisoners Cost	8,000	0	0	0	8,000
404300	DUI & Safety Ed Program Fee	100,000	0	0	0	100,000
404302	Traffic School Fee - Gen'l Sess	700,000	0	0	0	700,000
404350	Breath Alcohol Test Fees - Criminal Ct	2,900	0	0	0	2,900
404451	DUI Probation Supervision Fees	18,000	0	0	0	18,000
404454	CCC Probation Fees	15,000	0	0	0	15,000
404502	Environmental Ct. Penalty	100,000	0	0	0	100,000
404600	Litigation Tax	307,000	0	0	0	307,000
404620	Jail Construc/Upgrade	6,800	246,800	0	0	253,600
404630	Courtroom Security Enhanc Fee	24,300	0	0	0	24,300
404635	Courtroom Security Litigation Tax	747,600	0	0	0	747,600
404640	Victims Assistance Assessment	3,800	0	0	0	3,800
404645	Litigation Tax GSC Judges	55,000	0	0	0	55,000
404780	Sale-Confiscated Property	6,000	0	0	0	6,000
404900	Court Ordered Restitutions	0	0	0	2,000	2,000
TOTAL FINES, FORFEITS AND PENALTIES		**$4,752,000**	**$246,800**	**$0**	**$2,000**	**$5,000,800**

Section I: General Services District — **Fiscal Year 2026**

Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
REVENUE FROM OTHER GOVERNMENT AGENCIES:						
Other Agencies - Federal Direct						
406040	Bond Interest Tax Credit	$0	$4,921,900	$0	$0	$4,921,900
406150	US Marshall Reimbursement	100,000	0	0	0	100,000
Subtotal Other Agencies - Federal Direct		100,000	4,921,900	0	0	5,021,900
Other Agencies - Federal Thru State						
406200	Federal Received Thru State Of Tenn.	$0	$0	$0	$350,000	$350,000
406210	Medicare/TNCare thru State	0	0	0	125,000	125,000
406214	EMS-Medicaid Supplemental Prgm	1,500,000	0	0	0	1,500,000
406215	DTCH-Medicaid/TNCare thruState	2,400,000	0	0	0	2,400,000
Subtotal Other Agencies - Federal Thru State		3,900,000	0	0	475,000	4,375,000
Other Agencies - Other Pass-Through						
406314	DTCH-Medicaid/TNCare thruOther	$1,975,800	$0	$0	$0	$1,975,800
406324	DTCH-Medicare thru OtherPassT	8,250,000	0	0	0	8,250,000
Subtotal Other Agencies - Other Pass-Through		10,225,800	0	0	0	10,225,800
Other Agencies - State Direct						
406401	TN Funded Programs	$13,700	$0	$0	$0	$13,700
406402	Alc Bev Tax Apportion	1,197,000	0	0	0	1,197,000
406403	TN Telecomm Sales Tax	677,600	0	0	300,000	977,600
406404	Gas & Fuel County	9,890,000	0	0	0	9,890,000
406405	Gas & Fuel City	18,510,200	0	0	0	18,510,200
406407	TN Sales Tax Levy	68,399,700	0	0	0	68,399,700
406408	TN Beer Tax Allocation	251,200	0	0	0	251,200
406409	TN Excise Tax Allocation	23,205,900	0	0	0	23,205,900
406410	Gas Inspection Fees	1,430,600	0	0	0	1,430,600
406411	Post Mortum Reimbursement	225,000	0	0	0	225,000
406412	Jail Inmate Reimbursement	20,000,000	0	0	0	20,000,000
406415	TN Cost Reimbursement	9,326,500	0	0	0	9,326,500
406426	Tenncare	370,500	0	0	0	370,500
406438	TN MNPS TISA	0	0	0	280,000,000	280,000,000
406431	TN MNPS Career Teachers Program	0	0	0	350,000	350,000
406433	TN MNPS Excess Cost	0	0	0	1,100,000	1,100,000
Subtotal Other Agencies - State Direct		153,497,900	0	0	281,750,000	435,247,900
Other Agencies - Other Government Agencies						
406605	E911	$4,900	$0	$0	$0	$4,900
406606	Emergency Communications District	755,600	0	0	0	755,600
406609	MTA Operations	110,700	0	0	0	110,700
406620	Hospital Authority	5,961,500	0	0	0	5,961,500
406621	Convention Center Authority	441,600	0	0	0	441,600
406701	Metro Legal Services	2,457,400	0	0	0	2,457,400
406702	LOCAP Reimbursement	9,500,100	0	0	0	9,500,100
406703	Indirect Admin Cost Recovery	1,953,100	0	0	0	1,953,100
Subtotal Other Agencies - Other Gov Agencies		21,184,900	0	0	0	21,184,900
TOTAL FROM OTHER GOVERNMENT AGENCIES		**$188,908,600**	**$4,921,900**	**$0**	**$282,225,000**	**$476,055,500**
COMMISSIONS AND FEES:						
Commissions and Fees - Court Clerks						
407200	Circuit Court Clerk	$1,000,000	$0	$0	$0	$1,000,000
407200	Juvenile Court Clerk	297,700	0	0	0	297,700
407200	Clerk & Master, Chancery Court	1,698,500	0	0	0	1,698,500
407200	Criminal Court Clerk	814,000	0	0	0	814,000
Subtotal Commissions & Fees - Court Clerks		3,810,200	0	0	0	3,810,200
Commissions and Fees - Elected Officials						
407300	County Clerk	$12,500,000	$0	$0	$0	$12,500,000
407300	Register of Deeds	3,000,000	0	0	0	3,000,000
Subtotal Commission & Fees - Elected Officials		15,500,000	0	0	0	15,500,000
TOTAL COMMISSIONS AND FEES		**$19,310,200**	**$0**	**$0**	**$0**	**$19,310,200**

Section I: General Services District **Fiscal Year**
Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations **2026**

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
CHARGES FOR CURRENT SERVICES:						
Charges for Current Services - Goods						
407601	Photostat and Microfilming	$237,000	$0	$0	$0	$237,000
407604	Sales of Maps	100	0	0	0	100
407605	Sales of Voter Registration Lists	3,000	0	0	0	3,000
407606	Recycled Materials	207,000	0	0	0	207,000
407619	Video	11,500	0	0	0	11,500
407627	Certificates-Vital Statistic	1,000,000	0	0	0	1,000,000
407651	Medical Reports	1,000	0	0	0	1,000
407654	Concessions	84,500	0	0	0	84,500
407655	Re-sale Inventory	125,000	0	0	0	125,000
Subtotal Charges for Current Services - GSD		1,669,100	0	0	0	1,669,100
Charges for Current Services - Services						
407701	Building Appeals	$7,100	$0	$0	$0	$7,100
407701	STRP Appeals	7,000	0	0	0	7,000
407701	Electrical Appeals	115,300	0	0	0	115,300
407701	Mech/Gas Appeals	66,500	0	0	0	66,500
407701	Plumbing Appeals	60,000	0	0	0	60,000
407701	Zoning Appeals	17,000	0	0	0	17,000
407705	Small Wireless Facility Fee	57,800	0	0	0	57,800
407707	Plans Examination - Codes	2,000,000	0	0	0	2,000,000
407708	Zone Change	1,900,000	0	0	0	1,900,000
407711	Planned Unit Development Review	149,800	0	0	0	149,800
407713	Foreign Trade Zone Fees	136,500	0	0	0	136,500
407714	Small City Election	25,000	0	0	0	25,000
407718	Metro Clerk - Lobbyist Registration	27,000	0	0	0	27,000
407719	Sheriff Background Check	10,000	0	0	0	10,000
407721	Supervision Fees	50,000	0	0	0	50,000
407728	Subdivision Review Fees	350,000	0	0	0	350,000
407730	Police Secondary Employment	12,588,200	0	0	0	12,588,200
407731	Primary Clinic Fees - Individuals	141,000	0	0	0	141,000
407732	Primary Care - Insurance	1,000	0	0	0	1,000
407736	Police Investigation Fee	6,500	0	0	0	6,500
407737	State Inspection	1,648,100	0	0	0	1,648,100
407739	BTC Prescription Co-Pymts	25,000	0	0	0	25,000
407740	State Inspection-Summer Food	9,000	0	0	0	9,000
407744	St and Alley Map Amend	8,000	0	0	0	8,000
407746	Family Planning Fees	30,000	0	0	0	30,000
407747	Fire Protection	200,000	0	0	0	200,000
407749	Spec Police Commission	14,000	0	0	0	14,000
407759	Engineering Design	26,000	0	0	0	26,000
407759	Pool Plan Review	5,000	0	0	0	5,000
407762	Host Fee	700,000	0	0	0	700,000
407769	Comm Plan Amend Fees	100,000	0	0	0	100,000
407777	ACSI EMS EMSM Collections	280,000	0	0	0	280,000
407778	General Services Support	1,013,400	0	0	0	1,013,400
407783	Impound/Boarding Fees	50,000	0	0	0	50,000
407784	MNPS Fees (Sundry, Summer and Pre-K Tuition)	0	0	0	600,000	600,000
407788	Serve Summons Costs - Sheriff	1,700,000	0	0	0	1,700,000
407793	Out of County Processing	900,000	0	0	0	900,000
407797	Landlord Registration Fees	74,000	0	0	0	74,000
407799	Application Fee	50,000	0	0	0	50,000
407879	DTCH-Emergency Ambulance	11,900,000	0	0	0	11,900,000
Subtotal- Charges for Current Services - Services		36,448,200	0	0	600,000	37,048,200
Charges for Current Services - User Fees						
407801	Admissions-Community Centers	$400,000	$0	$0	$0	$400,000
407801	Admissions-Parks	3,200,000	0	0	0	3,200,000
407801	Rental-Parks	1,286,900	0	0	0	1,286,900
407801	Sportsplex Org Leagues-Parks	400,000	0	0	0	400,000
407801	Admissions Sportsplex-Parks	900,000	0	0	0	900,000
407801	Admissions-Wave Pool	430,000	0	0	0	430,000
407803	Athletic Fees	65,000	0	0	0	65,000
407803	Green Fees	5,050,000	0	0	0	5,050,000
407803	Driving Range Fees	500,000	0	0	0	500,000
407803	Rentals	910,000	0	0	0	910,000

Section I: General Services District **Fiscal Year**
Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations **2026**

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
407803	Tennis Fees	450,000	0	0	0	450,000
407803	Athletic Fees	35,000	0	0	0	35,000
407807	Workshop Fees - Class	400,000	0	0	0	400,000
407808	Facility Use Fee	2,000	0	0	0	2,000
407808	Facility Use - Dock	200,000	0	0	0	200,000
407808	Facility Use - Softball Field	350,000	0	0	0	350,000
407808	Facility Use - Horse Stable	1,200	0	0	0	1,200
407808	Facility Use - Parks	400,000	0	0	0	400,000
407808	Facility Use - Picnic Area	125,000	0	0	0	125,000
407811	BBD Pre-Inspection Fees	1,000	0	0	0	1,000
407812	BBD Retail Liquor Measurement Fee	300	0	0	0	300
407815	Public Library Fees	75,000	0	0	0	75,000
407820	Ent Transp App Fee	18,100	0	0	0	18,100
407821	Ent Transp Background Check Fee	8,000	0	0	0	8,000
407822	Ent Transp Conv & Necessity Fee	135,000	0	0	0	135,000
407823	Ent Transp Permit Fee	60,000	0	0	0	60,000
407993	Fees - BBD Training	3,000	0	0	0	3,000
Subtotal Charges for Current Services - User Fees		15,405,500	0	0	0	15,405,500
Charges for Current Services - Other Services						
407901	Legal Services	$5,400	$0	$0	$0	$5,400
407910	Staff Services	709,500	0	0	0	709,500
Subtotal Charges for Current Services - Other		714,900	0	0	0	714,900
TOTAL CHARGES FOR CURRENT Services		**$54,237,700**	**$0**	**$0**	**$600,000**	**$54,837,700**
COMPENSATION FROM PROPERTY:						
408603	Gain (Loss) Equip/Other	$0	$0	$0	$40,000	$40,000
408800	Rental	436,000	0	0	1,500,000	1,936,000
TOTAL COMPENSATION FROM PROPERTY		**$436,000**	**$0**	**$0**	**$1,540,000**	**$1,976,000**
MISCELLANEOUS:						
409505	Vending	$5,100	$0	$0	$0	$5,100
409513	Finders Fees-Rtn SSI	50,000	0	0	0	50,000
409514	Cost Reimbursement	745,400	0	0	0	745,400
409518	Other	8,000	0	0	180,000	188,000
TOTAL MISCELLANEOUS		**$808,500**	**$0**	**$0**	**$180,000**	**$988,500**
OPERATING TRANSFERS IN						
431001	Transfer Operational: Federal Funds Reserve	$15,800,000	$0	$0	$0	$15,800,000
431001	Transfer Operational: MNPS Special Projects Fund	0	0	1,625,500	0	1,625,500
431001	Transfer Operational: Surplus Parking	476,000	0	0	0	476,000
431001	Transfer Operational: Parks Resale	1,330,000	0	0	0	1,330,000
431500	Transfer Debt Service: Surplus Parking	0	2,047,200	0	0	2,047,200
431510	Transfer Self Funded Debt: Storm Water	0	9,472,300	0	0	9,472,300
431520	Transfer Energy Plan: GSD	0	188,900	0	0	188,900
431552	Transfer MNPS Indirect: MNPS	0	0	0	3,500,000	3,500,000
431800	Transfer Hotel Occupancy	18,679,600	0	0	0	18,679,600
431809	Transfer HOT Short-term Rental	4,280,000	0	0	0	4,280,000
TOTAL OPERATING TRANSFERS IN		**$40,565,600**	**$11,708,400**	**$1,625,500**	**$3,500,000**	**$57,399,500**
TOTAL REVENUE TO SUPPORT APPROPRIATIONS		**$1,857,113,900**	**$304,561,400**	**$137,792,400**	**$1,413,018,500**	**$3,712,486,200**

Dept Number		Description	Department or Function Total
GENERAL GOVERNMENT:			
01		Administration	
		Internal Support:	
	01101127	Facility Rental	$8,893,600
	01101301	Self- Insured Liability	4,539,000
	01101303	Corp Dues/Contribution	1,279,500
	01101306	Property Loss	10,631,200
			~~13,729,200~~
	01101308	Judgments and Losses	5,718,900
	01101315	Pay Plan Improvements*	58,931,400
			~~50,731,400~~
		* Subject to Section 6.11 of the Metropolitan Charter, the Director of Finance is authorized to allocate and transfer this budget appropriation to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.	
	01101412	Post Audits	4,254,000
	01101416	Subsidy Advance Planning*	210,000
		* The Director of Finance is hereby authorized to transfer required funds to the Advanced Planning and Research Fund to fund Metro obligations toward MPO planning and research studies. In the case of multi-county grants, Metro shall only fund its proportionate share of the grant match as certified by the Director of Planning and approved by the Director of Finance.	
	01101646	Fairgrounds Nashville Subsidy	989,600
	01101159	General Services Energy Program	2,154,600
	01101996	Transfer General Fund 4% Reserve Fund	65,088,100
	Subtotal Administration Internal Support		162,689,900
			~~157,587,900~~
	Employee Benefits:		
	01101104	County Retirement Match	$373,100
	01101107	Contribution Teachers' Retirement Match	1,435,000
	01101109	Health Insurance Match	48,904,600
	01101113	Pensioners IOD Medical Expense	8,218,900
	01101114	Unemployment Compensation	471,200
	01101120	Employee IOD Medical Expense	6,553,500
	01101115	Life Insurance Match	3,541,200
	01101131	Study Formulating Committee	100,000
	01101140	Benefit Adjustments*	7,725,600
			~~12,725,600~~
		* Subject to Section 6.11 of the Metropolitan Charter, the Director of Finance is authorized to allocate and transfer this budget appropriation, and the fringe benefit budget appropriations of the various departments and accounts of this fund, to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.	
	01101145	Tennessee Consolidated Retirement System (TCRS) Pension Contribution	58,000
	01101658	Self Insured Excise Tax	90,000
	Subtotal Administration Employee Benefits		77,471,100
			~~82,471,100~~
	Contingency:		
	01101218	District Energy System	$385,000
	01101224	Contingency Subrogation*	100,000
		* Account 01101224 is subject to transfer to various departments, agencies, etc. upon approval of the Department of Law and submittal of budget detail to the Department of Finance.	
	01101298	Contingency Local Match	50,000
	01101309	Contingency Account	100,000
	01101566	Contingency Utility Increase*	825,000
			~~1,350,000~~

Dept Number	Description	Department or Function Total
	* The Director of Finance is hereby authorized to allocate and transfer this budget appropriation to the budgets of the various departments and accounts in this fund during the fiscal year.	
	Subtotal Administration Contingency	1,460,000
		~~1,985,000~~
	Total 01 Administration	241,621,000
		~~242,044,000~~
	01101667 Election Day & Early Voting	$1,057,900
	01101676 Internal Services	12,129,100
02	Metropolitan Council	4,212,700
03	Metropolitan Clerk	1,626,800
04	Mayor's Office	8,356,600
05	Election Commission*	3,722,100
	* Subject to its budget appropriation, the Election Commission is authorized to pay its certified Administrator of Elections a salary that is up to the maximum salary the Metropolitan Government pays the Assessor of Property.	
06	Department of Law	12,060,900
07	Planning Commission*	17,436,500
	* Of the $17,436,500 appropriated to the Planning Commission, the Nashville Civic Design Center shall receive a grant of $125,000 from these appropriations.	
08	Human Resources	9,955,500
09	Register of Deeds	335,200
10	General Services	39,837,100
11	Historical Commission	1,309,900
49	Office of Emergency Management	2,574,300
91	Department of Emergency Communication	26,595,300
TOTAL GENERAL GOVERNMENT FUNCTION		**$382,830,900**
		~~$383,253,900~~
FISCAL ADMINISTRATION:		
15	Finance	$17,277,100
16	Assessor of Property	13,005,500
17	Trustee	3,493,000
18	County Clerk	7,455,600
48	Internal Audit	2,374,800
TOTAL FISCAL ADMINISTRATION FUNCTION		**$43,606,000**

Dept Number		Description	Department or Function Total
ADMINISTRATION OF JUSTICE:			
19		District Attorney	$15,044,900
21		Public Defender	16,802,200
22		Juvenile Court Clerk	3,379,200
23		Circuit Court Clerk	3,491,200
24		Criminal Court Clerk	9,110,300
25		Clerk and Master - Chancery	2,204,700
26		Juvenile Court	20,007,000
27		General Sessions Court	17,664,400
28		State Trial Courts*	13,602,500
		* Any reimbursements from the State of Tennessee for expenses incurred by the State Trial Courts will be remitted to the General Fund.	
29		Justice Integration Services	6,369,000
47		Criminal Justice Planning	754,100
51		Metro Family Safety*	6,197,800 ~~6,122,800~~
		* Of the 6,197,800 ~~$6,122,800~~ appropriated to Family Safety, the Legal Aid Society shall receive a grant of $169,000, the Mary Parrish Center shall receive a grant of $120,000, the Sexual Assault Center Safe Bar Program shall receive a grant of $175,000, the YWCA shall receive a grant of $275,000, and CASA Nashville shall receive a grant of $75,000 from these appropriations.	
TOTAL ADMINISTRATION OF JUSTICE FUNCTION			**$114,627,300** ~~$114,552,300~~
LAW ENFORCEMENT AND CARE OF PRISONERS:			
30		Sheriff's Office	$125,094,000
31		Police Department	329,928,900
54		Community Review Board	2,455,800
TOTAL LAW ENFORCEMENT AND CARE OF PRISONERS FUNCTION			**$457,478,700**
FIRE PREVENTION AND CONTROL:			
32		Fire Department and EMS Services	$228,109,000
TOTAL FIRE PREVENTION AND CONTROL FUNCTION			**$228,109,000**
REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT:			
01		Economic Development	
	01101118	Economic Job Development Incentive Dell	$0 ~~500,000~~
	01101146	Philips Holdings Economic Incentive	436,300
	01101158	Economic Incentive Alliance Bernstein	525,000
	01101483	Consulting ~~Underwriting~~ Services - Housing	500,000
	01101492	East Bank Development Authority	3,000,000
	01101222	Coliseum Capital Maintenance Fund Transfer	1,000,000
	01101238	National League of Cities	1,000,000
	01101534	Contribute Sister Cities	95,000 ~~70,000~~
	01101578	Barnes Affordable Housing Trust*	16,000,000
		* This appropriation shall be partially funded by revenues from hotel/motel tax revenues, pursuant to Section 5.12.060 of the Metropolitan Code of Laws.	
	01101637	Contribute Music and Entertainment Economic Development and Film Initiatives	250,000
	01101650	Small Business Incentive	250,000
	01101691	MAC Workforce*	365,300

Dept Number		Description	Department or Function Total
		* Of the $365,300 appropriated to MAC Workforce, Music City Construction Careers shall receive a grant of $50,000 from these appropriations.	
	01101693	MDHA VASH Pilot Program	100,000
	01101995	Tax Increment Payment - IDB	1,550,000
	01101998	Tax Increment Payment - MDHA	13,813,300
	01101233	Subsidy Farmers' Market	805,800
	01101428	Subsidy Muni Auditorium	843,100
	Subtotal Economic Development		40,533,800 ~~41,008,800~~
33	Codes Administration		$19,754,300
34	Beer Board		1,670,700
TOTAL REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT FUNCTION			**$61,958,800** ~~$62,433,800~~
SOCIAL SERVICES			
37	Social Services		$9,156,400 ~~8,956,400~~
		* Of the $9,156,400 appropriated to Social Services, The Branch of Nashville shall receive a grant of $25,000 from these appropriations.	
44	Human Relations Commission		1,426,100
53	Office of Homeless Services*		10,744,600 ~~10,669,600~~
		* Of the $10,744,600 ~~$10,669,600~~ appropriated to Office of Homeless Services, Room In The Inn shall receive a grant of $450,000 and Oasis Center shall receive a grant of $75,000 from these appropriations.	
TOTAL SOCIAL SERVICES FUNCTION			**$21,327,100** ~~$21,052,100~~
HEALTH AND HOSPITALS			
	01101382	Healthy Nashville Study	$647,900
	01101426	Subsidy Hospital Authority*	60,746,400
		* In addition to any other provision of this ordinance, as a condition for the release of any subsidy payments to the Hospital Authority, the Hospital Authority shall, at the time of each subsidy draw, submit a detailed expenditure plan outlining the intended use of the requested funds. This plan must include a comprehensive breakdown of the proposed use that clearly distinguishes between labor-related cost (e.g., salaries, wages, benefits) and non-labor costs (e.g., accounts payable including a detailed listing of invoices to be paid). No subsidy funds shall be disbursed until such documentation has been received and reviewed for compliance with this requirement.	
	01101432	Subsidy BLTC Management Contract	320,000
	01101433	Knowles Home Management Contract	2,370,000
	01101613	Correctional Healthcare	31,707,300
	01101614	Forensic Medical Examiner	7,312,700
38	Health Department*		58,707,400 ~~58,457,400~~
		* Of the $58,707,400 ~~$58,457,400~~ appropriated to the Health Department, the Mental Health Cooperative shall receive a grant of $5,990,900 ~~$5,688,500~~ and the Tennessee Justice Center shall receive a grant of $60,000 from these appropriations.	
TOTAL HEALTH AND HOSPITALS FUNCTION			**$161,811,700** ~~$161,561,700~~

Dept Number		Description	Department or Function Total
PUBLIC LIBRARY SYSTEM:			
39	Public Library		$48,803,800 ~~48,653,800~~
TOTAL PUBLIC LIBRARY SYSTEM FUNCTION			**$48,803,800** ~~$48,653,800~~
RECREATIONAL, CULTURAL, CONSERVATION AND COMMUNITY SUPPORT:			
01	Community Support:		
	01101204	Metro Action Commission (MAC)	$12,437,500
	01101326	Property Tax Relief Program	6,847,000
	01101502	Contribute Nashville Symphony*	15,000
		* Minimum appropriation of $15,000 pursuant to Section 18.11 of the Metropolitan Charter.	
	01101503	Contribute Adventure Science Center*	50,000
		* Minimum appropriation of $25,000 pursuant to Section 18.11 of the Metropolitan Charter.	
	01101521	Contribute Humane Association*	12,500
		* Minimum appropriation of $12,500 pursuant to Section 18.11 of the Metropolitan Charter.	
	01101587	Contribute Alignment Nashville	100,000
	01101147	Nashville State Cmty College Fndtn - GRAD Program	750,000
	01101624	PENCIL Foundation	100,000
	01101686	Public Education Foundation	100,000
	01101687	Summer Youth Employment Program	2,079,100
	01101703	Choosing Justice Initiative for the Indigent Defense, Excellence and Advocacy Program	500,000
	01101704	Begin Bright - NPL Foundation	1,000,000
	01101705	Human Svcs Study - Public Private	500,000
	01101706	Museum Study	60,000
	01101339	Community Safety Fund	1,000,000
	Subtotal 01 Administration - Community Support		25,551,100 ~~25,491,100~~
	01101699	Tree Canopy	$1,500,000
35	Agricultural Extension		593,200
40	Parks and Recreation		72,799,400 ~~72,711,400~~
41	Arts Commission*		5,651,700
		* Of the $5,651,700 appropriated to the Arts Commission, $3,263,200 shall be contingent upon both: (i) the Metro Arts Commission providing an annual report to the Metropolitan Council detailing the grant recipients, moneys disbursed, and the purposes for which moneys were disbursed as required by TCA § 7-3-314(d) and (ii) the approval by the Metropolitan Council of the criteria of the Metro Arts Commission for the award of any funds as required by MCL 2.112.040(H).	
64	Sports Authority		3,941,200
TOTAL RECREATIONAL, CULTURAL, CONSERVATION AND COMMUNITY SUPPORT FUNCTION			**$110,036,600** ~~$109,888,600~~
INFRASTRUCTURE AND TRANSPORTATION			
	01101117	Subsidy Regional Transportation Authority (RTA)	$320,200
	01101237	Commuter Rail	1,871,800
	01101304	Subsidy Metropolitan Transit Authority (MTA)	77,212,600
	01101350	Satellite City Payments	1,541,300
42	Nashville Department of Transportation (NDOT)		62,257,400
TOTAL INFRASTRUCTURE AND TRANSPORTATION FUNCTION			**$143,203,300**

Dept Number	Description	Department or Function Total
	TOTAL GENERAL FUND EXPENDITURES OF THE GENERAL SERVICES DISTRICT	**$1,773,793,200**
	Fund Balance Restoration	$47,836,900
	Fund Balance Sustainability	35,483,800
	TOTAL FUND BALANCE ADJUSTMENT	**$83,320,700**
	TOTAL GENERAL FUND OF THE GENERAL SERVICES DISTRICT	**$1,857,113,900**

Total by Fund:

Debt Service Administration		
25104	MNPS Debt Service	$137,792,400
20115	GSD Debt Service	304,561,400
	TOTAL DEBT SERVICE FUNDS - GSD	**$442,353,800**

Debt Service Requirements by Fund		**PRINCIPAL**	**INTEREST**	**OTHER**	**TOTAL**
25104	**MNPS Debt Service Fund**				
	Outstanding G.O. MNPS Bonds: (BU 80106000)	$78,543,300	$45,529,300	$0	$124,072,600
	Redemption, Cremation and Management Fees	0	0	453,700	453,700
	Treasury Internal Service Fees	0	0	121,400	121,400
	Qualified School Capital Projects, 2009 (QSCB)	0	0	1,767,600	1,767,600
	Qualified School Capital Projects, 2010 (QSCB)	0	0	3,942,300	3,942,300
	Commercial Paper (Bonds Anticipation Loans)	0	3,336,700		3,336,700
	Subtotal MNPS Debt Service Fund	78,543,300	48,866,000	6,285,000	133,694,300
	Fund Balance Restoration	$0	$0	$1,425,600	$1,425,600
	Fund Balance Sustainability	0	0	2,672,500	2,672,500
	TOTAL MNPS DEBT SERVICE FUND	**$78,543,300**	**$48,866,000**	**$10,383,100**	**$137,792,400**
20115	**GSD Debt Service Fund (BU-90101000)**				
	Outstanding G.O. GSD Bonds: (BU 90101000)	$176,648,100	$95,336,000	$0	$271,984,100
	Redemption, Cremation and Management Fees	0	0	1,037,300	1,037,300
	Treasury Internal Service Fees	0	0	261,900	261,900
	Commercial Paper (Bonds Anticipation Loans)	0	13,634,000	0	13,634,000
	Subtotal GSD Debt Service Fund	176,648,100	108,970,000	1,299,200	286,917,300
	Fund Balance Restoration	$0	$0	$11,903,400	$11,903,400
	Fund Balance Sustainability	0	0	5,740,700	5,740,700
	TOTAL GSD DEBT SERVICE FUND	**$176,648,100**	**$108,970,000**	**$18,943,300**	**$304,561,400**

Fund Number	Description	Revenues and Fund Balances To Support Appropriations	Appropriations
SPECIAL REVENUE/GRANT FUNDS:			
30004	Register's Computer Fund	$2,300	$2,300
30005	Central Business Improvement District	5,632,100	5,632,100
30006	Animal Control Donations	75,000	75,000
30020	State Trial Court Drug Enforcement	141,000	141,000
30027	General Sessions Drug Court	5,300	5,300
30031	Hotel Occ Convention Ctr 2007	28,744,500	28,744,500
30034	Criminal Court Clerk Computerizat	215,900	215,900
30041	Event and Marketing	5,185,500	5,185,500
30042	Hotel Occ Conv Ctr 1% Tax	22,679,000	22,679,000
30043	Hotel Occ Conv Ctr 2007 1% Tax	20,437,200	20,437,200
30044	Hotel Occ Tourist Promotion	45,357,900	45,357,900
30045	Hotel Occ Tourist Related	22,679,000	22,679,000
30046	Hotel Occ General Fund 1%	22,679,000	22,679,000
30047	Hotel Occ 2007 1% SecondaryTDZ	2,241,800	2,241,800
30048	Fire Department Donations	3,300	3,300
30064	CBID Fee Event and Marketing	3,965,300	3,965,300
30072	Animal Education and Welfare	1,000	1,000
30096	TN Direct Appropriations Grant	100,000	100,000
30101	Metro Major Drug Program	320,400	320,400
30102	DUI Offender	52,800	52,800
30103	DA Fraud & Economic Crime	57,500	57,500
30104	DA Special Operations	2,000	2,000
30114	Barnes Fund for Affordable Housing	48,000,000	48,000,000
30118	County Clerk Computer Fund	135,000	135,000
30122	Juvenile Court Clerk Computer Fund	16,900	16,900
30130	Mediation Services Fund*	110,000	110,000
	* These funds shall be administered in accordance with BL2012-160 and T.C.A. § 16-20-101 et seq. and shall be allocated to the Nashville Conflict Resolution Center and distributed on a monthly basis based on actual revenue received and are not capped at the fund balance and appropriation total listed here.		
30146	Police Unauth Substance Abuse	200,000	200,000
30147	Police Drug Enforcement	1,125,000	1,125,000
30149	Police Federal Drug Enforcement	500,000	500,000
30151	Victim Witness Protection	5,800	5,800
30154	Police State Felony Forfeitures	87,000	87,000
30155	Police State Gambling Forfeitures	210,000	210,000
30156	Police Federal Forfeitures	10,000	10,000
30157	Police Sex Offender Registry	165,500	165,500
30158	Police Donations Fund	11,500	11,500
30164	Community Safety	3,604,400	3,604,400
30173	Opioid Settlements	14,902,600	5,880,500
30176	C-PACER	200,000	200,000
30195	CBID Safety & Assessment Fund	4,288,500	4,288,500
30200	Police Task Force Fund	2,220,000	2,220,000
30204	Health Title V Clean Air Act	50,000	50,000
30206	Health Clean Air Permit Program	321,500	321,500
30215	Finance Innovation Investment	186,700	186,700
30218	County Clerk Title Fees	100,000	100,000
30221	Federal Funds Reserve	20,000,000	20,000,000
30267	Pension Asset Management	1,327,600	1,327,600
30288	Sports Authority Arena Account 2019	30,400,000	30,400,000
30289	Sports Authority Arena Revenue 2019	2,200,000	2,200,000
30318	County Clerk EIVS Fees	30,000	30,000
30320	Metro Transit Impr Plan Revenue Fund ~~IMPROVE Act Transit Admin Fund~~	164,426,000	164,426,000
30322	Metro Transit Operating Expense Fund	60,161,600	60,160,600
30359	Special Events	20,563,800	20,563,800

Fund Number	Description	Revenues and Fund Balances To Support Appropriations	Appropriations
30370	ITS Community Assets & Land Use Fund	2,782,300	2,782,300
30404	Library Special Projects	52,000	52,000
30408	NDOT Grants	1,531,100	1,531,100
30418	County Clerk T&R Fees	750,000	750,000
30501	Solid Waste Operations	58,546,000	58,546,000
30503	Waste Services Tire Waste	600,000	600,000
30509	NDOT Surplus Parking Fund	8,845,400	7,906,600
30512	NDOT Parking Management Program	6,953,400	4,738,500
30600	Demolition Fund	275,000	275,000
30702	Advance Planning and Research	126,700	126,700
30709	Mixed Income PILOT- HEFB	10,000	10,000
30764	Metro Area Computer Mapping	70,500	70,500
30801	Parks Special Projects	62,300	62,300
30802	Parks Resale Inventory	3,100,000	3,100,000
31260	Stadium Revenue 2023	22,679,000	22,679,000
31500	MAC Administration and Leasehold	10,002,900	10,002,900
31501	MAC Local Programs	2,500	2,500
31502	MAC Headstart	24,961,500	24,961,500
31503	MAC LIHEAP Grant	7,400,500	7,400,500
31504	MAC CSBG Grant	1,675,900	1,675,900
31505	MAC Summer Food	936,600	936,600
31506	MAC CACFP	1,354,900	1,354,900
31508	MAC BF/AF Care Program	465,800	465,800
31511	MAC Parent Club Federal Funds	4,500	4,500
31512	MAC Community Srvc Assistance	364,800	364,800
31514	MAC Comsrv Poverty Summit	25,100	25,100
31519	MAC Share the Warmth	100,000	100,000
31521	MAC Kresge Grant	456,500	456,500
31522	MAC Youth Grant	3,324,200	3,324,200
31523	MAC Workforce	390,000	390,000
31531	MAC Martha O'Bryan TAEM	160,000	160,000
32051	Office of Family Safety Grant Fund	586,300	586,300
32060	General Services Grant Fund	2,200,000	2,200,000
32138	Homelessness Grants Fund	514,300	514,300
32200	Health Dept Grant Fund	27,900,000	27,900,000
32226	Juvenile Court Grant Fund	3,185,700	3,185,700
32227	General Sessions Court Grant Fund	1,054,400	1,054,400
32228	State Trial Courts Grant Fund	60,000	60,000
32229	Gen Sessions Veteran's Treatment Court Operations	2,700	2,700
32230	Sheriff Grant Fund	188,600	188,600
32231	Police Grant Fund	1,760,100	1,760,100
32237	Social Services Grant Fund	1,178,800	1,178,800
32240	ITS Grant Fund	1,975,200	1,975,200
32250	OEM Grant Fund	1,352,500	1,352,500
32300	Parks Dept Grant Fund	198,900	198,900
33000	Parks Master Plan	229,000	229,000
33024	Criminal Crt Clk Victims Asst	50,500	50,500
33075	General Services Energy Program	40,000	40,000
34155	Nash Educ Comm & ArtsTVCapital	200,000	200,000
35119	MNPS Special Projects	14,000,000	14,000,000
35132	MNPS Federal/State Grants	143,042,000	143,042,000
35135	MNPS Charter School	206,000,000	206,000,000
35158	MNPS Nutrition Services	68,620,100	68,620,100
37041	Tree Bank	325,000	325,000
37150	Tree Canopy	1,500,000	1,500,000
38005	Gulch Central Business Imp Dst	1,272,400	1,272,400
39005	South Nashville Central Business Imp Dt	1,105,000	1,105,000

Section I: **General Services District** **Fiscal Year**
Schedule D: **Special Revenue, Internal Service, & Enterprise Funds** **2026**
Summary Of Estimated Revenue And Fund Balances To Support Appropriations

Fund Number	Description	Revenues and Fund Balances To Support Appropriations	Appropriations
INTERNAL SERVICE FUNDS:			
51137	Information Technology Services	$64,317,500	$64,317,500
51138	ITS Technology Revolving	403,200	403,200
51154	Office of Fleet Management	43,519,200	43,519,200
51180	Treasury Management	2,163,800	2,163,800
55146	MNPS Print Shop	1,000,000	1,000,000
ENTERPRISE FUNDS:			
60008	Sports Authority	$3,941,200	$3,941,200
60120	East Bank Development Authority	3,000,000	3,000,000
60152	Farmers' Market	3,205,800	3,205,800
60156	Board of Fair Commissioners	5,001,900	5,001,900
60161	Municipal Auditorium	3,643,100	3,643,100
60271	Music City Center Operations	70,326,300	63,487,100
61190	Surplus Property Auction	1,525,400	1,525,400
61200	Police Impound	500,000	500,000
68201	DES Oper General Acct	22,370,400	22,370,400

Section I: **General Services District** **Fiscal Year**
Schedule E: **Schools Fund Appropriations** **2026**

Fund Number	Description	Appropriations
35131	MNPS General Purpose Fund *	
	Operational (BU-80111000)	$1,374,463,500
	Property Tax Increment	8,115,400
	Total General Purpose School Fund Expenditures	**$1,382,578,900**
	Fund Balance Restoration	$2,901,100
	Fund Balance Sustainability	27,538,500
	TOTAL FUND BALANCE ADJUSTMENT	**$30,439,600**
	TOTAL GENERAL PURPOSE SCHOOL FUND	**$1,413,018,500**

Note: MNPS General Purpose Fund (fund 35131) revenues are detailed in Schedule I-A of this Ordinance.

SECTION II: THE URBAN SERVICES DISTRICT

Provisions for Prorating Property Taxes:

2024 (Preceding) and Prior Years: 2024 and prior years' Property Taxes of the Urban Services District and/or the former City of Nashville, collected during Fiscal Year 2026, are to be prorated consistent with the tax levy ordinance applicable for the tax year and fiscal year in which the tax was originaly levied.

2025 Property Taxes: 2025 Property Taxes of the Urban Services District, collected during Fiscal Year 2026, are to be prorated consistent with the tax levy ordinance for Fiscal Year 2026.

Therefore, all such taxes are prorated as follows:

Fund	Percent
18301 USD General Fund	17.929%
28315 USD Debt Service Fund	82.071%
	100.000%

Section II: Urban Services District **Fiscal Year**
Schedule A: Estimated Revenues & Appropriated Fund Balances Supporting Appropriations **2026**

Object Acct	Revenue Source Or Description	18301 General Fund	28315 Debt Service Fund	Total
PROPERTY TAXES:				
Property Taxes - Current Year				
401110	Real Property - current year	$ 3,112,800	$ 14,249,000	$ 17,361,800
401120	Personal Property - current year	129,200	591,700	720,900
401130	Public Utility - current year	48,000	219,800	267,800
401201	Delinqnt RealPrpTaxSold-cur yr	0	0	0
	Subtotal Property Taxes - Current Year	3,290,000	15,060,500	18,350,500
Property Taxes - Non Current Year				
401212	Real-Collection - preceding year	$ 1,083,800	$ 159,500	$ 1,243,300
401213	Real-Collection-C&M - preceding year	308,100	46,600	354,700
401222	Personal Collection - preceding year	25,500	3,700	29,200
401224	Personal Collection-C&M - preceding year	74,900	11,000	85,900
401232	Public Utility Collection - preceding year	5,300	800	6,100
401234	Public Utility-C&M Tax Lit preceding	6,500	1,000	7,500
401310	Real Property-C&M -preceding year	88,000	13,800	101,800
401311	Real Property-Trustee-preceding year	502,700	106,300	609,000
401320	Personalty-Trustee-prior	900	200	1,100
401324	Personal-C & M Tax Lit Pri	53,700	7,700	61,400
401334	Public Utility - C & M Tax Lit Pri	400	100	500
401610	In-Lieu - current	14,155,600	0	14,155,600
	Subtotal Property Taxes - Non Current Year	16,305,400	350,700	16,656,100
TOTAL PROPERTY TAXES		$19,595,400	$15,411,200	$35,006,600
OTHER TAXES, LICENSES, AND PERMITS:				
403204	Alcoholic Beverage Gross Receipts Tax	$31,857,500	$0	$31,857,500
TOTAL OTHER TAXES, LICENSES, AND PERMITS		$31,857,500	$0	$31,857,500
TOTAL REVENUE TO URBAN SERVICES DISTRICT		$51,452,900	$15,411,200	$66,864,100
APPROPRIATIONS OF FUND BALANCES:				
335000	Undesignated Fund Balance	18,984,900	1,529,700	$20,514,600
TOTAL AVAILABLE TO SUPPORT APPROPRIATIONS		**$70,437,800**	**$16,940,900**	**$87,378,700**

Dept Number		Description	Department or Function Total
GENERAL GOVERNMENT:			
01		Administration	
		Employee Benefits:	
	01191103	Civil Service Retirement Match	$2,738,500
	01191106	Teacher Pensions Match	453,400
	01191140	Benefit Adjustments*	532,100
		* Subject to Section 6.11 of the Metropolitan Charter, the Director of Finance is authorized to allocate and transfer this budget appropriation, and the fringe benefit budget appropriations of the various departments and accounts of this fund, to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.	
		Subtotal Administration Employee Benefits	3,724,000
		Total 01 Administration	3,724,000
TOTAL GENERAL GOVERNMENT FUNCTION			**$3,724,000**
REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT:			
01		Economic Development	
	01191998	Tax Increment Payment - MDHA	$3,664,700
TOTAL REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT FUNCTION			**$3,664,700**
INFRASTRUCTURE AND TRANSPORTATION			
01		Infrastructure:	
	01191486	Waste Services Transfers	$51,305,500
42		Nashville Department of Transportation (NDOT)	9,034,400
TOTAL INFRASTRUCTURE AND TRANSPORTATION FUNCTION			**$60,339,900**
TOTAL GENERAL FUND EXPENDITURES OF THE URBAN SERVICES DISTRICT			**$67,728,600**
		Fund Balance Restoration	$0
		Fund Balance Sustainability	2,709,200
TOTAL FUND BALANCE ADJUSTMENT			**$2,709,200**
TOTAL GENERAL FUND OF THE URBAN SERVICES DISTRICT			**$70,437,800**

Section II: **Urban Services District** **Fiscal Year**
Schedule C: **Debt Services Funds Appropriations** **2026**

Total by Fund:

Debt Service Administration		
28315	USD Debt Service	$16,940,900
	TOTAL DEBT SERVICE FUNDS - USD	**$16,940,900**

Debt Service Requirements by Fund		**PRINCIPAL**	**INTEREST**	**OTHER**	**TOTAL**
28315	**USD DEBT SERVICE FUND (BU-90191000)**				
	Outstanding G.O. GSD Bonds: (BU 90191000)	$11,797,600	$4,427,800	$0	$16,225,400
	Redemption, Cremation and Management Fees	0	0	43,700	43,700
	Treasury Internal Service Fees	0	0	11,700	11,700
	Commercial Paper (Bonds Anticipation Loans)	0	1,900	0	1,900
	Subtotal USD Debt Service Fund	11,797,600	4,429,700	55,400	16,282,700
	Fund Balance Restoration	$0	$0	$0	$0
	Fund Balance Sustainability	0	0	658,200	658,200
	TOTAL USD DEBT SERVICE FUND	**$11,797,600**	**$4,429,700**	**$713,600**	**$16,940,900**

Section III: **Special, Working Capital, and Enterprise Funds** **Fiscal Year**
Schedule A: **Revenues and Expenditures** **2026**

Fund Number	**Description**	**Revenues and Fund Balances To Support Appropriations**	**Appropriations**
WATER AND SEWER FUNDS:			
27312	Water and Sewer Debt Service	$81,500,000	$81,500,000
47335	Water and Sewer Extension and Replacement	161,129,500	161,129,500
67311	Water and Sewer Revenue Fund	418,739,000	418,739,000
67331	Water and Sewer Operating	213,127,300	213,127,300
67332	Water and Sewer Operating Reserve	557,200	557,200
67411	Stormwater Revenue	40,144,000	40,144,000
67431	Stormwater Operating	35,022,000	35,022,000
47346	Stormwater Capital Improvements	5,122,000	5,122,000
47352	Stormwater Water Quality	245,000	245,000

Subject to Section 6.11 of the Metropolitan Charter, the Director of Finance is authorized to allocate and transfer budget appropriations between these funds during the fiscal year.

SECTION IV - Final

BE IT FURTHER ENACTED: That this ordinance shall take effect from and after its passage, the welfare of the Metropolitan Government of Nashville and Davidson County requiring it.

RECOMMENDED AND APPROVED AS TO AVAILABILITY OF FUNDS:

Director of Finance

Budget Officer

APPROVED AS TO FORM AND LEGALITY:

Metropolitan Attorney

INTRODUCED BY:

Members of the Metropolitan Council

AMENDMENT NO. 1

TO

ORDINANCE NO. BL2025-833

Madam President –

I move to amend Ordinance No. BL2025-833 as follows:

I. By reducing the appropriation to Contingency Subrogation, Account 01101224 in Section I, Schedule B, by $50,000.

II. By increasing the appropriation to MAC Workforce, Department 1, Account 01101691, in Section I, Schedule B, by $50,000. This is intended to increase the funding to Music City Construction Careers.

III. By amending the note to the appropriation to MAC Workforce, Department 1, Account 01101691, in Section I, Schedule B, as follows:

*Of the ~~$365,300~~ $415,300 appropriated to MAC Workforce, Music City Construction Careers shall receive a grant of ~~$50,000~~ $100,000 from these appropriations.

SPONSORED BY:

_____

Sandra Sepulveda
Member of Council

AMENDMENT NO. 2

TO

ORDINANCE NO. BL2025-833

Madam President –

I move to amend Ordinance No. BL2025-833 as follows:

I. By reducing the appropriation to Self-Insured Liability, Account 01101303, in Section I, Schedule B, by $112,400.

II. By increasing the appropriation to Police Department, Department Number 31, in Section I, Schedule B, by $112,400. This is intended to fund the salary and fringe benefits for a Domestic Violence Detective to assist with domestic violence dispossession investigations.

SPONSORED BY:

_____

Brenda Gadd
Member of Council

AMENDMENT NO. 3

TO

ORDINANCE NO. BL2025-833

Madam President –

I move to amend Ordinance No. BL2025-833 as follows:

I. By reducing the appropriation to Police Department, Department 31, in Section I, Schedule B, by $75,000.

II. By adding an appropriation for Neighbor to Neighbor in Section I, Schedule B, Recreational, Cultural, Conservation and Community Support, by $75,000.

SPONSORED BY:

_____

Ginny Welsch
Terry Vo
Members of Council

AMENDMENT NO. 4

TO

ORDINANCE NO. BL2025-833

Madam President –

I move to amend Ordinance No. BL2025-833 as follows:

I. By reducing the appropriation to Police Department, Department 31, in Section I, Schedule B, by $15,000.

II. By increasing the appropriation to Health Department, Department 38, in Section I, Schedule B, by $15,000.

III. By amending the note to the appropriation to Metro Family Safety in Section I, Schedule B, as follows:

* Of the $58,722,400~~$58,707,400~~ appropriated to the Health Department, the Mental Health Cooperative shall receive a grant of $5,990,900 and the Tennessee Justice Center shall receive a grant of $75,000 ~~$60,000~~ from these appropriations.

SPONSORED BY:

_____

Ginny Welsch
Terry Vo
Members of Council

AMENDMENT NO. __5__

TO

ORDINANCE NO. BL2025-833

Madam President –

I move to amend Ordinance No. BL2025-833 as follows:

I. By reducing the appropriation to Police Department, Department 31, in Section I, Schedule B, by $87,000.

II. By increasing the appropriation to Metro Family Safety, Department 51, in Section I, Schedule B by $87,000. This is intended to be used to expand a grant to the Sexual Assault Center Safe Bar Program for community outreach and the development of a mobile application.

III. By amending the note to the appropriation to Metro Family Safety in Section I, Schedule B, as follows:

* Of the $6,284,800 ~~$6,197,800~~ appropriated to Family Safety, the Legal Aid Society shall receive a grant of $169,000, the Mary Parrish Center shall receive a grant of $120,000, the Sexual Assault Center Safe Bar Program shall receive a grant of $262,000, ~~$175,000~~, the YWCA shall receive a grant of $275,000, and CASA Nashville shall receive a grant of $75,000 from these appropriations.

SPONSORED BY:

_____

Ginny Welsch
Member of Council

AMENDMENT NO. 6

TO

ORDINANCE NO. BL2025-833

Madam President –

I move to amend Ordinance No. BL2025-833 as follows:

I. By reducing the appropriation to Police Department, Department 31, in Section I, Schedule B, by $6,800,000.

II. By adding an appropriation to the Legal Aid Society of Middle Tennessee and the Cumberlands under Community Support, Department 1, in Section I, Schedule B, by $4,000,000. This is intended to increase the budget for the Eviction Right to Counsel program.

III. By adding an appropriation to the Nashville Hispanic Bar Association under Community Support, Department 1, in Section I, Schedule B, by $2,800,000. This is intended to increase the budget for the Eviction Right to Counsel program.

SPONSORED BY:

_____
Ginny Welsch
Member of Council

AMENDMENT NO. _7_

TO

ORDINANCE NO. BL2025-833, AS SUBSTITUTED

Madam President –

I hereby move to amend Ordinance No. BL2025-833, as substituted, as follows:

I. By reducing the appropriation to Healthy Nashville, Account 01101382, in Section I, Schedule B, by $500,000.
II. By reducing the appropriation to Correctional Healthcare, Account 01101613, in Section I, Schedule B, by $1,000,000.
III. By reducing the appropriation to Property Loss, Account 01101306, in Section I, Schedule B by $500,000.
IV. By reducing the appropriation to Human Svcs Study – Public Private, Account 01101705, in Section I, Schedule B by $500,000.
V. By reducing the appropriation to Police Department, Department 31, in Section I, Schedule B, by $500,000.
VI. By increasing the appropriation to Barnes Fund for Affordable Housing, Account 01101578, in Section I, Schedule B, by $3,000,000.

SPONSORED BY:

_____
Burkley Allen
Clay Capp
Members of Council

AMENDMENT NO. 8

TO

ORDINANCE NO. BL2025-833

Madam President –

I move to amend Ordinance No. BL2025-833 as follows:

I. By reducing the appropriation to Judgments and Losses, Account 01101308, in Section I, Schedule B, by $25,000.

II. By adding an appropriation to Neighbor to Neighbor under Community Support, Department 01, in Section I, Schedule B, for $25,000.

SPONSORED BY:

_____
Kyonzté Toombs
Member of Council

Substitute BILL NO. BL2025-833

A bill to be entitled: The Budget Ordinance of the Metropolitan Government of Nashville and Davidson County, Tennessee for Fiscal Year 2026

WHEREAS, Article 6 of the Metropolitan Charter provides for the preparation of the Annual Operating Budget of the Metropolitan Government and for its submission to the Council by the Mayor not later than May 1 of each year.

BE IT ENACTED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

ARTICLE I

The amounts hereafter set out in Section I and Section II shall constitute the estimated revenues and applicable prorating provisions for property taxes, and the Operating Budget for The Metropolitan Government of Nashville and Davidson County, and the said sums specified herein are hereby appropriated for the purpose of meeting the expenses for the General Services District (GSD) and the Urban Services District (USD), respectively, for the various departments, institutions, offices, and agencies of the Metropolitan Government, and for meeting the payments of principal and interest on the Metropolitan Government debt maturing during the fiscal year beginning July 1, 2025 and ending June 30, 2026 (hereinafter referred to as Fiscal Year 2026 and FY 2026).

The informational summary sheets immediately following are summaries of the detailed estimated revenue sources and budget appropriations by funds for purposes and in amounts numerically itemized by departmental accounts in subsequent schedules of Section I and Section II.

In order to facilitate proper grant accounting, the Director of Finance is hereby authorized to transfer grant-related appropriations and estimated revenues from the general funds to existing or new grant-related special revenue funds at her discretion.

For the purpose of maintaining authorized position counts in Metro's enterprise business system, the Director of Finance is hereby authorized to adjust budgeted positions and full-time equivalents of the various departments and agencies of the Metropolitan Government within authorized budget allocations established in this ordinance.

The Director of Finance is hereby authorized to transfer funds as necessary to implement the Guaranteed Payment Plan program previously approved by the Metropolitan Council.

Pursuant to RS2021-794 and RS2024-186, the Director of Finance is hereby authorized to transfer funds and positions as necessary for the continued services for the collection and disposal of solid waste as discussed in the Memorandum of Understanding.

Following the enactment of BL2025-819, or pursuant to passage of any other legislation by the Metropolitan Council concerning the creation of a department of waste services, the Director of Finance is hereby authorized to transfer funds and positions as necessary to implement the creation and operation of a department of waste services.

The Director of Finance is hereby authorized to carry forward and allocate in FY 2026 any unencumbered and unexpended funds at June 30, 2025 for General Government Administration, Employee Benefits and Contingency, Economic Development, and Community Support.

The Director of Finance is hereby authorized to carry forward and allocate in FY 2026 any unencumbered and unexpended funds at June 30, 2025 for appropriations made from benefit trust fund accounts.

The Director of Finance is hereby authorized to adjust the interest earnings of each account in the Metro Investment Pool to recover a pro-rata share of the costs of the Treasurer's investment and cash management programs.

All hereafter-collected revenues accruing to a respective special revenue, grant, internal service, or enterprise fund identified in Section I, Schedule D that are in excess of the revenues and fund balances as provided for in this ordinance are hereby appropriated to such respective fund unless otherwise provided for by this ordinance or applicable law. Any appropriation made pursuant to the foregoing sentence shall be subject to allotment by the Director of Finance, and no expenditure nor encumbrance shall be made until such allotment has been made.

For the purpose of providing funds in anticipation of various grant and other revenues, the Director of Finance is hereby authorized to enter into interfund loans between funds of the Metropolitan Government and between the Metropolitan Government and related but separate legal entities that are included in the Metropolitan Government's reporting entity, as may be permitted under the laws of the State of Tennessee.

Nashville General Hospital (NGH) serves as a safety net facility for the provision of acute medical care services to residents of Davidson County, Tennessee. NGH requires additional resources to provide health care services to the indigent, uninsured and Medicaid/TennCare patients in Davidson County; otherwise such services would be unavailable. An appropriation of $60,746,400 is to be provided to the Hospital Authority, all of which is provided as part of this Fiscal Year 2026 operating budget. A portion of the $60,746,400 appropriation shall be established for safety net expansion purposes based upon state determined guidelines. This safety net expansion appropriation shall be in the form of an intergovernmental transfer to the State of Tennessee as a match to secure federal funding. Such federal funding requires the approval of the Centers for Medicare and Medicaid Services (CMS). If CMS fails to approve the federal funding match, then the appropriation will be paid directly to the Hospital Authority. The Mayor is authorized to execute any and all documents necessary to complete the above-referenced transaction

As an express condition of the receipt of the Hospital Authority appropriation set forth herein, monthly, within 5 days of Hospital Authority Board review but no later than 45 days after the end of each month, the Hospital Authority shall provide electronic copies of the following:

(a) the most recent month end budget to actual income statement;
(b) the most recent cash flow statement showing each actual month beginning July 1, 2025 and showing each projected month through June 30, 2026;
(c) the most recent month's balance sheet;
(d) the most recent bank statements or other documentation from all Hospital Authority banks showing detailed deposit and withdrawal transactions;
(e) aging reports with explanations for any amounts in dispute for accounts receivable, accounts payable and any recorded or unrecorded liabilities not included in accounts payable, including a comprehensive summary of each unpaid amount billed by Meharry Medical College;
(f) the previous month's copies of the balance sheet;
(g) the monthly actual and projected cash flow;
(h) patient outcome documentation;
(i) co-pays and deductibles collected at time of service upon intake; and
(j) Nashville General Hospital department audits.

These records shall be submitted to the following:

a. the Metropolitan Director of Finance;
b. the Vice Mayor of the Metropolitan Council; and
c. each member of the Metropolitan Council.

In the event adjustments are needed for internal service fund budgets by the Metro Council, the Director of Finance is authorized to adjust the affected operating budgets of internal service funds, special revenue funds, enterprise funds, and departmental operating budget accounts. The Director of Finance is authorized to adjust internal service fund budgets for purposes of incorporating pay plan adjustments as authorized by the Metro Council.

Within 5 business days of the closure of the ledger for each month, but no later than 45 days after the end of each month, the Metropolitan Nashville Public Schools (MNPS) shall provide the following for the MNPS General Fund and special revenue funds and internal service funds managed by MNPS listed in Section 1, Schedule D of this ordinance:
(a) the most recent month end budget to actual expense activity with monthly projections through June 30, 2026;
(b) the most recent month end budget to actual revenue activity with monthly projections through June 30, 2026 for revenue accounts projected by MNPS;
(c) the most recent cash flow statement showing each actual month beginning July 1, 2025 and showing each projected month through June 30, 2026;
(d) any reported programmatic or funding changes in Tennessee Investment in Student Achievement (TISA);
(e) any audit findings or legal determinations that could have a material impact on financial
resources;
(f) summary by grant of the amounts billed but not yet received;
(g) summary by grant of the amounts expended but not yet billed to grantors; and
(h) a report on the status of revenue allocations and expenditure status of any local, state, or federal funds made available to the MNPS for COVID-19 relief.

These records shall be submitted to the following:
a. the Metropolitan Director of Finance;
b. the Mayor's Office;
c. the Vice Mayor of the Metropolitan Council; and
d. each member of the Metropolitan Council.

The Director of Finance is hereby authorized to carry forward and allocate remaining funds at June 30, 2025 and funds received during FY 2026 from Hotel Occupancy Tax Funds (30047 Hotel Occupancy 2007 1% Secondary TDZ Fund) enacted pursuant to Ordinance BL2010-727, as amended by BL2017-589, for the purpose of reimbursing expenses related to flood mitigation and the repair and renovation of the Grand Ole Opry House due to damages directly caused by the May 2010 flood.

The Director of Finance is hereby authorized to increase the allocation for the tourist promotion budget from Hotel Motel Occupancy Tax Funds (30044 Hotel Tourist Promotion) for the purpose of recognizing any revenue received in excess of budgeted revenues to support the direct promotion of tourism in accordance with TCA Title 7, Chapter 4.

For the purpose of obtaining adequate funds for its continued operation while awaiting the receipt of funds from federal grants, MTA is hereby authorized to borrow funds in a principal amount not to exceed $20 million dollars at a rate of interest and such other terms to be determined at the discretion of MTA in accordance with its policies and procedures, (the evidence of such borrowing referred to as the "Note"). The Note shall mature not later than June 30, 2026. The principal of and interest on the amount of the Note may be secured by the pledge of the MTA's business assets, including accounts, accounts receivable, contract rights, inventory, furniture, fixtures, equipment, general intangibles, and personal property of all and every kind, wherever located and whether now existing or hereinafter acquired. MTA may take such other steps as are necessary to effectuate the Note and the purposes of this Resolution. The debt secured by the Note shall not pledge the credit of the Metropolitan Government of Nashville and Davidson County and shall be "without recourse" such that the Metropolitan Government of Nashville and Davidson County is not obligated with respect to the debt or the Note.

~~For the purpose of implementing the Choose How You Move Transportation Improvement Plan, the Director of Finance is hereby authorized to adjust operating budgets of internal service funds, special revenue funds, enterprise funds, and departmental operating budget accounts.~~

Pursuant to RS2025-1139 (Fund Balance Reserve Policies), the Director of Finance shall establish the Budget Sustainability Reserve Targets as follows: General Service District Fund, ~~2%~~1.25%; General Services District Debt Service Fund, 2%; General Purpose Schools Fund, ~~2%~~ 1.25% General Purpose Schools Debt Service Fund, 2%; Urban Services District Fund, 4%; and Urban Services Debt Service Fund 4%.

Pursuant to RS2025-1139 (Fund Balance Reserve Policies), the Director of Finance shall restore Operational Reserve and Budget Sustainability to their minimum or otherwise established targets.

Summary Of Estimated Revenue And Fund Balances To Support Appropriations **Fiscal Year 2026**

Revenue Source Or Description	General Fund	Debt Service Fund	School Debt Service Fund	School Funds	Total
GENERAL SERVICES DISTRICT:					
Property Taxes - Current Year	~~$1,010,745,600~~	$283,493,700	$74,812,300	~~$656,090,300~~	~~$2,025,141,900~~
	$965,210,300			$581,446,900	$1,904,963,200
Property Taxes - Non Current Year	90,273,800	4,190,600	1,072,700	11,546,500	107,083,600
Local Option Sales Tax	269,478,300	0	60,281,900	407,671,100	737,431,300
Other Taxes, Licenses, and Permits	177,597,600	0	0	49,663,600	227,261,200
Fines, Forfeits, and Penalties	4,752,000	246,800	0	2,000	5,000,800
Other Agencies - Federal Direct	100,000	4,921,900	0	0	5,021,900
Other Agencies - Federal Through State	3,900,000	0	0	475,000	4,375,000
Other Agencies - Other Pass - Through	10,225,800	0	0	0	10,225,800
Other Agencies - State Direct	153,497,900	0	0	281,750,000	435,247,900
Other Agencies - Other Governments	21,184,900	0	0	0	21,184,900
Commissions and Fees	19,310,200	0	0	0	19,310,200
Charges for Current Services	54,237,700	0	0	600,000	54,837,700
Compensation from Property	436,000	0	0	1,540,000	1,976,000
Miscellaneous	808,500	0	0	180,000	988,500
Subtotal	~~$1,816,548,300~~	$292,853,000	$136,166,900	~~$1,409,518,500~~	~~$3,655,086,700~~
	$1,771,013,000			$1,334,875,100	$3,534,908,000
Operating Transfers In	40,565,600	11,708,400	1,625,500	3,500,000	57,399,500
Fund Balance Appropriation	0	0	0	6,355,400	6,355,400
Total Available for GSD Appropriations	~~$1,857,113,900~~	$304,561,400	$137,792,400	~~$1,413,018,500~~	~~$3,712,486,200~~
	$1,811,578,600			$1,344,730,500	$3,598,662,900
URBAN SERVICES DISTRICT:					
Property Taxes - Current Year	~~$3,290,000~~	$15,060,500	$0	$0	~~$18,350,500~~
	$1,194,800				$16,255,300
Property Taxes - Non Current Year	16,305,400	350,700	0	0	16,656,100
Other Taxes, Licenses, and Permits	31,857,500	0	0	0	31,857,500
Subtotal	~~$51,452,900~~	$15,411,200	$0	$0	~~$66,864,100~~
	$49,357,700				$64,768,900
Appropriated Reserves	0	0	--	--	0
Appropriated Unreserved Fund Balances	18,984,900	1,529,700	0	0	20,514,600
Total Available for USD Appropriations	~~$70,437,800~~	$16,940,900	$0	$0	~~$87,378,700~~
	$68,342,600				$85,283,500

Summary Of Appropriations In Appropriated Funds By District **Fiscal Year 2026**

Function	General Services District	Urban Services District	Duplicated by Interdistrict Interfund Transfers	Appropriation by Function and/or Fund
GENERAL FUNDS:				
General Government	~~$383,253,900~~	$3,724,000	$0	~~$386,977,900~~
	$380,089,400			$388,336,400
Fiscal Administration	~~43,606,000~~	0	0	~~43,606,000~~
	42,140,500			42,140,500
Administration of Justice	~~114,552,300~~	0	0	~~114,552,300~~
	111,769,400			111,694,430
Law Enforcement and Care of Prisoners	~~457,478,700~~	0	0	~~457,478,700~~
	451,615,500			451,615,500
Fire Prevention and Control	~~228,109,000~~	0	0	~~228,109,000~~
	221,971,300			221,971,250
Regulation, Inspection, & Economic Development	~~62,433,800~~	3,664,700	0	~~66,098,500~~
	61,671,800			65,811,500
Social Services	~~21,052,100~~	0	0	~~21,052,100~~
	20,595,200			20,320,200
Health and Hospitals	~~161,561,700~~	0	0	~~161,561,700~~
	160,703,300			160,453,275
Public Library System	~~48,653,800~~	0	0	~~48,653,800~~
	47,579,500			47,429,500
Recreational, Cultural, Conservation & Community Support	~~109,888,600~~	0	0	~~109,888,600~~
	107,614,000			107,466,050
Infrastructure and Transportation	~~143,203,300~~	~~60,339,900~~	0	~~203,543,200~~
	140,217,100	58,244,700		198,461,811
Fund Balance Restoration	~~47,836,900~~	0	0	~~47,836,900~~
	43,735,800			43,735,800
Fund Balance Sustainability	~~35,483,800~~	2,709,200	0	~~38,193,000~~
	21,875,800			24,585,037
GENERAL FUNDS TOTAL	~~1,857,113,900~~	~~70,437,800~~	0	~~1,927,551,700~~
	1,811,578,600	68,342,600		1,879,921,200
DEBT SERVICE FUNDS	442,353,800	16,940,900	0	459,294,700
SCHOOL OPERATING FUND	~~1,413,018,500~~	0	0	~~1,413,018,500~~
	1,344,730,500			1,347,631,600
TOTAL APPROPRIATIONS BY DISTRICT	~~3,712,486,200~~	~~87,378,700~~	0	~~3,799,864,900~~
	3,598,662,900	85,283,500		3,683,946,400
Less GSD Interfund Transfer - GSD Operating to GSD Debt	(188,900)			(188,900)
Less GSD Interfund Transfer - Schools to GSD General	0			0
NET APPROPRIATION BY DISTRICT	~~$3,712,297,300~~	~~$87,378,700~~	$0	~~$3,799,676,000~~
	$3,598,474,000	$85,283,500		$3,683,757,500

Estimated Unencumbered Beginning & Fund Balance Appropriations
This schedule is presented for information purposes only.

Fiscal Year 2026

Fund	Estimated Unencumbered Fund Balance June 30, 2025	Fund Balance Appropriations FY 2026 Budget	Fund Balance Restoration FY 2026 Budget	Estimated Unencumbered Fund Balance June 30, 2026	Estimated June 30, 2026 Balance as a Percent of FY26 Expenditure Budget
GENERAL SERVICES DISTRICT:					
General Fund	$253,775,600	$0	~~$47,836,900~~	~~$301,612,500~~	17.0%
			$43,735,800	$297,511,400	
Debt Service Fund	131,555,200	0	11,903,400	143,458,600	50.0%
Schools Fund	232,137,300	~~0~~	~~2,901,100~~	~~235,038,400~~	17.0%
		(6,355,400)	0	225,781,900	
Schools Debt Service Fund	65,421,600	0	1,425,600	66,847,200	50.0%
URBAN SERVICES DISTRICT:					
General Fund	32,140,800	(18,984,900)	0	13,155,900	19.4%
Debt Service Fund	10,051,800	(1,529,700)	0	8,522,100	52.3%

Fund	Estimated Budget Sustainability June 30, 2025	Budget Sustainability Appropriations FY 2026 Budget	Establishment of Budget Sustainability FY 2026 Budget	Budget Sustainability FY 2026 Budget	FY26 Budget Sustainability as a Percent of FY26 Expenditure Budget
GENERAL SERVICES DISTRICT:					
General Fund	$0	$0	~~$35,483,800~~	~~$35,483,800~~	~~2.0%~~
			$21,875,800	$21,875,800	1.25%
Debt Service Fund	0	0	5,740,700	5,740,700	2.0%
Schools Fund	0	0	~~27,538,500~~	~~27,538,500~~	~~2.0%~~
			16,601,600	16,601,600	1.25%
Schools Debt Service Fund	0	0	2,672,500	2,672,500	2.0%
URBAN SERVICES DISTRICT:					
General Fund	0	0	2,709,200	2,709,200	4.0%
Debt Service Fund	0	0	658,200	658,200	4.0%

Provisions for Prorating Property Taxes:

2024 (Preceding) and Prior Years: 2024 and prior years' Property Taxes of the General Services District, collected during Fiscal Year 2026, are to be prorated consistent with the tax levy ordinance applicable for the tax year and fiscal year in which the tax was originally levied.

2025 Property Taxes: 2025 Property Taxes of the General Services District, collected during Fiscal Year 2026, are to be prorated consistent with the tax levy ordinance for Fiscal Year 2026.

Therefore, all such taxes are prorated as follows:

Fund	GSD Outside USD	GSD Inside USD
10101 GSD General Fund	~~49.910%~~	~~49.910%~~
	50.668%	50.668%
35131 GSD Schools Fund	~~32.397%~~	~~32.397%~~
	30.523%	30.523%
20115 GSD Debt Service Fund	~~13.999%~~	~~13.999%~~
	14.882%	14.882%
25104 GSD Schools Debt Service Fund	~~3.694%~~	~~3.694%~~
	3.927%	3.927%
	100.000%	100.000%

Section I: General Services District **Fiscal Year**
Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations **2026**

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
PROPERTY TAXES:						
Property Taxes - Current Year						
401110	Real Property - current year	~~$964,079,800~~	$270,129,400	$71,361,800	~~$626,073,300~~	~~$1,931,644,300~~
		$918,544,500			$554,331,000	$1,814,366,700
401120	Personal Property - current year	30,286,700	8,661,900	2,221,400	19,234,800	60,404,800
401130	Public Utility - current year	16,379,100	4,702,400	1,229,100	10,782,200	33,092,800
Subtotal Property Taxes - Current Year		~~1,010,745,600~~	283,493,700	74,812,300	~~656,090,300~~	~~2,025,141,900~~
		965,210,300			584,348,000	1,907,864,300
Property Taxes - Non Current Year						
401212	Real-Collection -preceding year	$5,431,200	$2,251,600	$490,800	$4,244,900	$12,418,500
401213	Real-C & M - preceding year	1,524,900	633,800	138,000	1,194,500	3,491,200
401222	Personal Collection - preceding year	79,700	33,600	7,300	63,400	184,000
401224	Personal Collection - C & M - preceding year	324,900	135,300	29,500	255,200	744,900
401232	Public Utility Collection - preceding year	20,600	8,600	1,900	16,200	47,300
401234	Public Utility C&M Tax Lit preceding	24,400	10,200	2,200	19,300	56,100
401310	Real Property- C&M-prior	629,300	226,300	76,400	505,600	1,437,600
401311	Real Property-Trustee-prior	2,554,700	823,000	304,500	2,030,600	5,712,800
401320	Personalty-Trustee- prior	2,900	700	300	1,900	5,800
401324	Personalty-Trustee- C&M-prior	186,300	67,000	21,500	151,600	426,400
401334	Public Utility - C&M Tax Lit-prior	2,500	500	300	1,900	5,200
401510	Interest/ Penalty- Trustee	2,304,600	0	0	0	2,304,600
401520	Interest/ Penalty- Collections	3,056,700	0	0	0	3,056,700
401530	Interest/ Penalty- C&M	2,018,300	0	0	0	2,018,300
401531	Attorney Fees - C & M	774,700	0	0	0	774,700
401540	Tax Summons Fees	92,500	0	0	0	92,500
401541	Tax Summons Fees - Personal	47,400	0	0	0	47,400
401610	In-Lieu - current	71,198,200	0	0	3,061,400	74,259,600
Subtotal Property Taxes - Non Current Year		90,273,800	4,190,600	1,072,700	11,546,500	107,083,600
TOTAL PROPERTY TAXES		**~~$1,101,019,400~~**	**$287,684,300**	**$75,885,000**	**~~$667,636,800~~**	**~~$2,132,225,500~~**
		$1,055,484,100			$595,894,500	$2,014,947,900
LOCAL OPTION SALES TAX:						
402000	Local Option Sales Tax	$269,478,300	$0	$60,281,900	$407,671,100	$737,431,300
TOTAL LOCAL OPTION SALES TAX		**$269,478,300**	**$0**	**$60,281,900**	**$407,671,100**	**$737,431,300**
OTHER TAXES, LICENSES, AND PERMITS:						
403101	Marriage License	$0	$0	$0	$50,000	$50,000
403103	Special Private License	4,500	0	0	0	4,500
403104	Taxicab License	81,900	0	0	0	81,900
403105	Motor Vehicle License	30,691,300	0	0	0	30,691,300
403106	General Wrecker License	10,600	0	0	0	10,600
403107	Emergency Wrecker License	18,000	0	0	0	18,000
403108	Pawnbroker License	100	0	0	0	100
403111	Pet Registration	381,000	0	0	0	381,000
403112	Pedi Vehicle License	11,200	0	0	0	11,200
403113	Low Speed Vehicle License	6,600	0	0	0	6,600
403114	Arborist License	100	0	0	0	100
403116	Helping Schools License	0	0	0	1,500	1,500
403119	Tattoo License	50,000	0	0	0	50,000
403120	Adult Entertainment License	34,700	0	0	0	34,700
403123	Horse-Drawn Carriage License	3,000	0	0	0	3,000
403124	Booting Service License	9,300	0	0	0	9,300
403125	Other PVH Company Certi	50,500	0	0	0	50,500
403201	Commercial Vehicle Wheel Tax	3,935,000	0	0	0	3,935,000
403202	Wholesale Beer Tax	11,988,600	0	0	5,705,000	17,693,600
403203	Alcoholic Beverage Privilege Tax	562,700	0	0	0	562,700
403204	Alcoholic Beverage Gross Receipt Tax	726,400	0	0	32,583,900	33,310,300
403205	Beer Permit Privilege Tax	243,200	0	0	0	243,200
403206	Business Tax	61,705,100	0	0	11,323,200	73,028,300
403208	Mineral Severance Tax	1,000,000	0	0	0	1,000,000
403217	Fantasy Sports Tax	12,900	0	0	0	12,900
403218	Online Sports Betting Tax	1,475,300	0	0	0	1,475,300
403301	Wholesale Liquor Tax	9,375,400	0	0	0	9,375,400
403303	Taxicab Driver Permit	20,000	0	0	0	20,000
403304	Wrecker Permit	16,300	0	0	0	16,300
403305	Building Permit	15,165,500	0	0	0	15,165,500

Section I: General Services District **Fiscal Year**
Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations **2026**

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
403306	Electrical Permit	3,457,200	0	0	0	3,457,200
403307	Plumbing Permit	2,600,000	0	0	0	2,600,000
403308	Excavation Permit	4,136,000	0	0	0	4,136,000
403309	Beer Permit	105,000	0	0	0	105,000
403310	Gas Code Permit	2,600,000	0	0	0	2,600,000
403311	Alarm Device Permit	600,000	0	0	0	600,000
403315	Air Pollution Permit	160,000	0	0	0	160,000
403320	Temporary Street Close Permit	5,665,600	0	0	0	5,665,600
403321	Event & Film Permit-Banner	92,400	0	0	0	92,400
403321	Event & Film Permit-Film	20,000	0	0	0	20,000
403321	Event & Film Permit-Parade	28,800	0	0	0	28,800
403321	Event & Film Permit-Special	32,300	0	0	0	32,300
403321	Event & Film Permit-Right of Way	26,800	0	0	0	26,800
403324	Other PVH Vehicle Permi	5,000	0	0	0	5,000
403325	Other PVH Driver Permit	31,200	0	0	0	31,200
403328	Pet Dogs Outdoor Dining Permit	1,000	0	0	0	1,000
403329	Chicken Permit	6,800	0	0	0	6,800
403331	Commercial Solicitation Permit	400	0	0	0	400
403332	Permitted Solicitor Badge Fee	1,800	0	0	0	1,800
403333	Short-term Rental Permit	2,218,800	0	0	0	2,218,800
403334	Pedi Vehicle Permit	3,000	0	0	0	3,000
403335	Low Speed Vehicle Permit	3,000	0	0	0	3,000
403336	Shared Urban Mobility Devices	241,500	0	0	0	241,500
403400	Franchises-Other	13,498,600	0	0	0	13,498,600
403401	Franchises - Cable Television	4,483,200	0	0	0	4,483,200
TOTAL OTHER TAXES, LICENSES, AND PERMITS		**$177,597,600**	**$0**	**$0**	**$49,663,600**	**$227,261,200**
FINES, FORFEITS AND PENALTIES:						
404004	Offender Program Income	$1,000	$0	$0	$0	$1,000
404101	Metro Courts Fines & Costs - Div I	220,300	0	0	0	220,300
404104	Beer Law Violation Fine	253,600	0	0	0	253,600
404105	Gen'l Sessions - Traffic Viol. Ad. Fee	20,000	0	0	0	20,000
404106	Gen'l Sessions - DUI Fines - Crim. Ct Clk	170,000	0	0	0	170,000
404107	Game/Fish Violation Fine - GS Crim. Div.	2,000	0	0	0	2,000
404108	Environmental Court Fine	150,000	0	0	0	150,000
404109	Pre-Trial Diversion Cost	100	0	0	0	100
404110	Indigent Defendant Cost	10,000	0	0	0	10,000
404111	Traffic Violation Fine	1,700,000	0	0	0	1,700,000
404200	Court Clerk - Fines & Costs - Criminal	130,000	0	0	0	130,000
404211	Impact Demo Prog Fee	100	0	0	0	100
404212	Tattoo Parlors- Civil Fine	500	0	0	0	500
404244	Return Prisoners Cost	8,000	0	0	0	8,000
404300	DUI & Safety Ed Program Fee	100,000	0	0	0	100,000
404302	Traffic School Fee - Gen'l Sess	700,000	0	0	0	700,000
404350	Breath Alcohol Test Fees - Criminal Ct	2,900	0	0	0	2,900
404451	DUI Probation Supervision Fees	18,000	0	0	0	18,000
404454	CCC Probation Fees	15,000	0	0	0	15,000
404502	Environmental Ct. Penalty	100,000	0	0	0	100,000
404600	Litigation Tax	307,000	0	0	0	307,000
404620	Jail Construc/Upgrade	6,800	246,800	0	0	253,600
404630	Courtroom Security Enhanc Fee	24,300	0	0	0	24,300
404635	Courtroom Security Litigation Tax	747,600	0	0	0	747,600
404640	Victims Assistance Assessment	3,800	0	0	0	3,800
404645	Litigation Tax GSC Judges	55,000	0	0	0	55,000
404780	Sale-Confiscated Property	6,000	0	0	0	6,000
404900	Court Ordered Restitutions	0	0	0	2,000	2,000
TOTAL FINES, FORFEITS AND PENALTIES		**$4,752,000**	**$246,800**	**$0**	**$2,000**	**$5,000,800**
REVENUE FROM OTHER GOVERNMENT AGENCIES:						
Other Agencies - Federal Direct						
406040	Bond Interest Tax Credit	$0	$4,921,900	$0	$0	$4,921,900
406150	US Marshall Reimbursement	100,000	0	0	0	100,000
Subtotal Other Agencies - Federal Direct		100,000	4,921,900	0	0	5,021,900
Other Agencies - Federal Thru State						
406200	Federal Received Thru State Of Tenn.	$0	$0	$0	$350,000	$350,000
406210	Medicare/TNCare thru State	0	0	0	125,000	125,000
406214	EMS-Medicaid Supplemental Prgm	1,500,000	0	0	0	1,500,000

Section I: General Services District **Fiscal Year**
Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations **2026**

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
406215	DTCH-Medicaid/TNCare thruState	2,400,000	0	0	0	2,400,000
Subtotal Other Agencies - Federal Thru State		3,900,000	0	0	475,000	4,375,000
Other Agencies - Other Pass-Through						
406314	DTCH-Medicaid/TNCare thruOther	$1,975,800	$0	$0	$0	$1,975,800
406324	DTCH-Medicare thru OtherPassT	8,250,000	0	0	0	8,250,000
Subtotal Other Agencies - Other Pass-Through		10,225,800	0	0	0	10,225,800
Other Agencies - State Direct						
406401	TN Funded Programs	$13,700	$0	$0	$0	$13,700
406402	Alc Bev Tax Apportion	1,197,000	0	0	0	1,197,000
406403	TN Telecomm Sales Tax	677,600	0	0	300,000	977,600
406404	Gas & Fuel County	9,890,000	0	0	0	9,890,000
406405	Gas & Fuel City	18,510,200	0	0	0	18,510,200
406407	TN Sales Tax Levy	68,399,700	0	0	0	68,399,700
406408	TN Beer Tax Allocation	251,200	0	0	0	251,200
406409	TN Excise Tax Allocation	23,205,900	0	0	0	23,205,900
406410	Gas Inspection Fees	1,430,600	0	0	0	1,430,600
406411	Post Mortum Reimbursement	225,000	0	0	0	225,000
406412	Jail Inmate Reimbursement	20,000,000	0	0	0	20,000,000
406415	TN Cost Reimbursement	9,326,500	0	0	0	9,326,500
406426	Tenncare	370,500	0	0	0	370,500
406438	TN MNPS TISA	0	0	0	280,000,000	280,000,000
406431	TN MNPS Career Teachers Program	0	0	0	350,000	350,000
406433	TN MNPS Excess Cost	0	0	0	1,100,000	1,100,000
Subtotal Other Agencies - State Direct		153,497,900	0	0	281,750,000	435,247,900
Other Agencies - Other Government Agencies						
406605	E911	$4,900	$0	$0	$0	$4,900
406606	Emergency Communications District	755,600	0	0	0	755,600
406609	MTA Operations	110,700	0	0	0	110,700
406620	Hospital Authority	5,961,500	0	0	0	5,961,500
406621	Convention Center Authority	441,600	0	0	0	441,600
406701	Metro Legal Services	2,457,400	0	0	0	2,457,400
406702	LOCAP Reimbursement	9,500,100	0	0	0	9,500,100
406703	Indirect Admin Cost Recovery	1,953,100	0	0	0	1,953,100
Subtotal Other Agencies - Other Gov Agencies		21,184,900	0	0	0	21,184,900
TOTAL FROM OTHER GOVERNMENT AGENCIES		**$188,908,600**	**$4,921,900**	**$0**	**$282,225,000**	**$476,055,500**
COMMISSIONS AND FEES:						
Commissions and Fees - Court Clerks						
407200	Circuit Court Clerk	$1,000,000	$0	$0	$0	$1,000,000
407200	Juvenile Court Clerk	297,700	0	0	0	297,700
407200	Clerk & Master, Chancery Court	1,698,500	0	0	0	1,698,500
407200	Criminal Court Clerk	814,000	0	0	0	814,000
Subtotal Commissions & Fees - Court Clerks		3,810,200	0	0	0	3,810,200
Commissions and Fees - Elected Officials						
407300	County Clerk	$12,500,000	$0	$0	$0	$12,500,000
407300	Register of Deeds	3,000,000	0	0	0	3,000,000
Subtotal Commission & Fees - Elected Officials		15,500,000	0	0	0	15,500,000
TOTAL COMMISSIONS AND FEES		**$19,310,200**	**$0**	**$0**	**$0**	**$19,310,200**
CHARGES FOR CURRENT SERVICES:						
Charges for Current Services - Goods						
407601	Photostat and Microfilming	$237,000	$0	$0	$0	$237,000
407604	Sales of Maps	100	0	0	0	100
407605	Sales of Voter Registration Lists	3,000	0	0	0	3,000
407606	Recycled Materials	207,000	0	0	0	207,000
407619	Video	11,500	0	0	0	11,500
407627	Certificates-Vital Statistic	1,000,000	0	0	0	1,000,000
407651	Medical Reports	1,000	0	0	0	1,000
407654	Concessions	84,500	0	0	0	84,500
407655	Re-sale Inventory	125,000	0	0	0	125,000
Subtotal Charges for Current Services - GSD		1,669,100	0	0	0	1,669,100
Charges for Current Services - Services						
407701	Building Appeals	$7,100	$0	$0	$0	$7,100
407701	STRP Appeals	7,000	0	0	0	7,000

Section I: General Services District **Fiscal Year**
Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations **2026**

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
407701	Electrical Appeals	115,300	0	0	0	115,300
407701	Mech/Gas Appeals	66,500	0	0	0	66,500
407701	Plumbing Appeals	60,000	0	0	0	60,000
407701	Zoning Appeals	17,000	0	0	0	17,000
407705	Small Wireless Facility Fee	57,800	0	0	0	57,800
407707	Plans Examination - Codes	2,000,000	0	0	0	2,000,000
407708	Zone Change	1,900,000	0	0	0	1,900,000
407711	Planned Unit Development Review	149,800	0	0	0	149,800
407713	Foreign Trade Zone Fees	136,500	0	0	0	136,500
407714	Small City Election	25,000	0	0	0	25,000
407717	Alarm Appeals	0	0	0	0	0
407718	Metro Clerk - Lobbyist Registration	27,000	0	0	0	27,000
407719	Sheriff Background Check	10,000	0	0	0	10,000
407721	Supervision Fees	50,000	0	0	0	50,000
407728	Subdivision Review Fees	350,000	0	0	0	350,000
407730	Police Secondary Employment	12,588,200	0	0	0	12,588,200
407731	Primary Clinic Fees - Individuals	141,000	0	0	0	141,000
407732	Primary Care - Insurance	1,000	0	0	0	1,000
407736	Police Investigation Fee	6,500	0	0	0	6,500
407737	State Inspection	1,648,100	0	0	0	1,648,100
407739	BTC Prescription Co-Pymts	25,000	0	0	0	25,000
407740	State Inspection-Summer Food	9,000	0	0	0	9,000
407744	St and Alley Map Amend	8,000	0	0	0	8,000
407746	Family Planning Fees	30,000	0	0	0	30,000
407747	Fire Protection	200,000	0	0	0	200,000
407749	Spec Police Commission	14,000	0	0	0	14,000
407759	Engineering Design	26,000	0	0	0	26,000
407759	Pool Plan Review	5,000	0	0	0	5,000
407762	Host Fee	700,000	0	0	0	700,000
407769	Comm Plan Amend Fees	100,000	0	0	0	100,000
407777	ACSI EMS EMSM Collections	280,000	0	0	0	280,000
407778	General Services Support	1,013,400	0	0	0	1,013,400
407783	Impound/Boarding Fees	50,000	0	0	0	50,000
407784	MNPS Fees (Sundry, Summer and Pre-K Tuition)	0	0	0	600,000	600,000
407788	Serve Summons Costs - Sheriff	1,700,000	0	0	0	1,700,000
407793	Out of County Processing	900,000	0	0	0	900,000
407797	Landlord Registration Fees	74,000	0	0	0	74,000
407799	Application Fee	50,000	0	0	0	50,000
407879	DTCH-Emergency Ambulance	11,900,000	0	0	0	11,900,000
Subtotal- Charges for Current Services - Services		36,448,200	0	0	600,000	37,048,200
Charges for Current Services - User Fees						
407801	Admissions-Community Centers	$400,000	$0	$0	$0	400,000
407801	Admissions-Parks	3,200,000	0	0	0	3,200,000
407801	Rental-Parks	1,286,900	0	0	0	1,286,900
407801	Sportsplex Org Leagues-Parks	400,000	0	0	0	400,000
407801	Admissions Sportsplex-Parks	900,000	0	0	0	900,000
407801	Admissions-Wave Pool	430,000	0	0	0	430,000
407803	Athletic Fees	65,000	0	0	0	65,000
407803	Green Fees	5,050,000	0	0	0	5,050,000
407803	Driving Range Fees	500,000	0	0	0	500,000
407803	Rentals	910,000	0	0	0	910,000
407803	Tennis Fees	450,000	0	0	0	450,000
407803	Athletic Fees	35,000	0	0	0	35,000
407807	Workshop Fees - Class	400,000	0	0	0	400,000
407808	Facility Use Fee	2,000	0	0	0	2,000
407808	Facility Use - Dock	200,000	0	0	0	200,000
407808	Facility Use - Softball Field	350,000	0	0	0	350,000
407808	Facility Use - Horse Stable	1,200	0	0	0	1,200
407808	Facility Use - Parks	400,000	0	0	0	400,000
407808	Facility Use - Picnic Area	125,000	0	0	0	125,000
407811	BBD Pre-Inspection Fees	1,000	0	0	0	1,000
407812	BBD Retail Liquor Measurement Fee	300	0	0	0	300
407815	Public Library Fees	75,000	0	0	0	75,000
407820	Ent Transp App Fee	18,100	0	0	0	18,100
407821	Ent Transp Background Check Fee	8,000	0	0	0	8,000
407822	Ent Transp Conv & Necessity Fee	135,000	0	0	0	135,000
407823	Ent Transp Permit Fee	60,000	0	0	0	60,000
407993	Fees - BBD Training	3,000	0	0	0	3,000
Subtotal Charges for Current Services - User Fees		15,405,500	0	0	0	15,405,500

Section I: General Services District **Fiscal Year**
Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations **2026**

Object Acct		10101 General Fund	20115 Debt Services Fund	25104 MNPS Debt Service Fund	35131 MNPS Funds	Total
Charges for Current Services - Other Services						
407901	Legal Services	$5,400	$0	$0	$0	$5,400
407910	Staff Services	709,500	0	0	0	709,500
Subtotal Charges for Current Services - Other		714,900	0	0	0	714,900
TOTAL CHARGES FOR CURRENT Services		**$54,237,700**	**$0**	**$0**	**$600,000**	**$54,837,700**
COMPENSATION FROM PROPERTY:						
408603	Gain (Loss) Equip/Other	$0	$0	$0	$40,000	40,000
408800	Rental	436,000	0	0	1,500,000	1,936,000
TOTAL COMPENSATION FROM PROPERTY		**$436,000**	**$0**	**$0**	**$1,540,000**	**$1,976,000**
MISCELLANEOUS:						
409505	Vending	$5,100	$0	$0	$0	5,100
409513	Finders Fees-Rtn SSI	50,000	0	0	0	50,000
409514	Cost Reimbursement	745,400	0	0	0	745,400
409518	Other	8,000	0	0	180,000	188,000
TOTAL MISCELLANEOUS		**$808,500**	**$0**	**$0**	**$180,000**	**$988,500**
OPERATING TRANSFERS IN						
431001	Transfer Operational: Federal Funds Reserve	$15,800,000	$0	$0	$0	$15,800,000
431001	Transfer Operational: MNPS Special Projects Fund	0	0	1,625,500	0	1,625,500
431001	Transfer Operational: Surplus Parking	476,000	0	0	0	476,000
431001	Transfer Operational: Parks Resale	1,330,000	0	0	0	1,330,000
431500	Transfer Debt Service: Surplus Parking	0	2,047,200	0	0	2,047,200
431510	Transfer Self Funded Debt: Storm Water	0	9,472,300	0	0	9,472,300
431520	Transfer Energy Plan: GSD	0	188,900	0	0	188,900
431552	Transfer MNPS Indirect: MNPS	0	0	0	3,500,000	3,500,000
431800	Transfer Hotel Occupancy	18,679,600	0	0	0	18,679,600
431809	Transfer HOT Short-term Rental	4,280,000	0	0	0	4,280,000
TOTAL OPERATING TRANSFERS IN		**$40,565,600**	**$11,708,400**	**$1,625,500**	**$3,500,000**	**$57,399,500**
GRAND TOTAL REVENUE TO GSD		**~~$1,857,113,900~~**	**$304,561,400**	**$137,792,400**	**~~$1,413,018,500~~**	**~~$3,712,486,200~~**
		$1,811,578,600			$1,341,276,200	$3,595,208,600
335000	Undesignated Fund Balance	0	0	0	6,355,400	6,355,400
TOTAL REVENUE TO SUPPORT APPROPRIATIONS		**~~$1,857,113,900~~**	**$304,561,400**	**$137,792,400**	**~~$1,413,018,500~~**	**~~$3,712,486,200~~**
		$1,811,578,600			$1,347,631,600	$3,601,564,000

Dept Number	Description	Department or Function Total
GENERAL GOVERNMENT:		
01	Administration	
	Internal Support:	
01101127	Facility Rental	$8,893,600
01101301	Self- Insured Liability	4,539,000
01101303	Corp Dues/Contribution	1,279,500
01101306	Property Loss	10,631,200
		~~13,729,200~~
01101308	Judgments and Losses	5,718,900
01101315	Pay Plan Improvements*	~~50,731,400~~
		63,031,400
	* Subject to Section 6.11 of the Metropolitan Charter, the Director of Finance is authorized to allocate and transfer this budget appropriation to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.	
01101412	Post Audits	4,254,000
01101416	Subsidy Advance Planning*	210,000
	* The Director of Finance is hereby authorized to transfer required funds to the Advanced Planning and Research Fund to fund Metro obligations toward MPO planning and research studies. In the case of multi-county grants, Metro shall only fund its proportionate share of the grant match as certified by the Director of Planning and approved by the Director of Finance.	
01101646	Fairgrounds Nashville Subsidy	989,600
01101159	General Services Energy Program	2,154,600
01101996	Transfer General Fund 4% Reserve Fund	65,088,100
		~~157,587,900~~
Subtotal Administration Internal Support		166,789,900
	Employee Benefits:	
01101104	County Retirement Match	$373,100
01101107	Contribution Teachers' Retirement Match	1,435,000
01101109	Health Insurance Match	48,904,600
01101113	Pensioners IOD Medical Expense	8,218,900
01101114	Unemployment Compensation	471,200
01101120	Employee IOD Medical Expense	6,553,500
01101115	Life Insurance Match	3,541,200
01101131	Study Formulating Committee	100,000
01101140	Benefit Adjustments*	7,725,600
		~~12,725,600~~
	* Subject to Section 6.11 of the Metropolitan Charter, the Director of Finance is authorized to allocate and transfer this budget appropriation, and the fringe benefit budget appropriations of the various departments and accounts of this fund, to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.	
01101145	Tennessee Consolidated Retirement System (TCRS) Pension Contribution	58,000
01101658	Self Insured Excise Tax	90,000
		~~82,471,100~~
Subtotal Administration Employee Benefits		77,471,100
	Contingency:	
01101218	District Energy System	$385,000
01101224	Contingency Subrogation*	100,000
	* Account 01101224 is subject to transfer to various departments, agencies, etc. upon approval of the Department of Law and submittal of budget detail to the Department of Finance.	
01101298	Contingency Local Match	50,000
01101309	Contingency Account	100,000
01101566	Contingency Utility Increase*	825,000
		~~1,350,000~~
	* The Director of Finance is hereby authorized to allocate and transfer this budget appropriation to the budgets of the various departments and accounts in this fund during the fiscal year.	

Dept Number	Description	Department or Function Total
	Subtotal Administration Contingency	1,460,000
		~~1,985,000~~
	Total 01 Administration	~~242,044,000~~
		245,721,000

Dept Number	Description	Department or Function Total
	01101667 Election Day & Early Voting	$1,057,900
	01101676 Internal Services	12,129,100
02	Metropolitan Council	~~4,212,700~~ 4,154,900
03	Metropolitan Clerk	~~1,626,800~~ 1,438,000
04	Mayor's Office	~~8,356,600~~ 7,403,100
05	Election Commission*	3,722,100
	* Subject to its budget appropriation, the Election Commission is authorized to pay its certified Administrator of Elections a salary that is up to the maximum salary the Metropolitan Government pays the Assessor of Property.	
06	Department of Law	~~12,060,900~~ 11,914,000
07	Planning Commission*	~~17,436,500~~ 15,058,400
	* Of the ~~$17,436,500~~ $15,058,400 appropriated to the Planning Commission, the Nashville Civic Design Center shall receive a grant of $125,000 from these appropriations.	
08	Human Resources	~~9,955,500~~ 9,579,000
09	Register of Deeds	~~335,200~~ 330,700
10	General Services	~~39,837,100~~ 38,250,300
11	Historical Commission	~~1,309,900~~ 1,282,300
49	Office of Emergency Management	~~2,574,300~~ 2,470,500
91	Department of Emergency Communication	~~26,595,300~~ 25,578,100
	TOTAL GENERAL GOVERNMENT FUNCTION	~~**$383,253,900**~~ 380,089,400
	FISCAL ADMINISTRATION:	
15	Finance	~~$17,277,100~~ $16,686,700
16	Assessor of Property	~~13,005,500~~ 12,438,000
17	Trustee	~~3,493,000~~ 3,313,100
18	County Clerk	~~7,455,600~~ 7,356,300
48	Internal Audit	~~2,374,800~~ 2,346,400
	TOTAL FISCAL ADMINISTRATION FUNCTION	~~**$43,606,000**~~ 42,140,500
	ADMINISTRATION OF JUSTICE:	
19	District Attorney	~~$15,044,900~~ $14,873,100
21	Public Defender	~~16,802,200~~ 16,163,000
22	Juvenile Court Clerk	~~3,379,200~~ 3,333,200
23	Circuit Court Clerk	3,491,200
24	Criminal Court Clerk	~~9,110,300~~ 8,995,800
25	Clerk and Master - Chancery	~~2,204,700~~ 2,174,900

Dept Number	Description	Department or Function Total
26	Juvenile Court	~~20,007,000~~ 19,746,700
27	General Sessions Court	~~17,664,400~~ 17,215,400
28	State Trial Courts*	~~13,602,500~~ 13,312,600
	* Any reimbursements from the State of Tennessee for expenses incurred by the State Trial Courts will be remitted to the General Fund.	
29	Justice Integration Services	~~6,369,000~~ 5,592,800
47	Criminal Justice Planning	~~754,100~~ 744,400
51	Metro Family Safety*	~~6,122,800~~ 6,126,300
	* Of the $~~6,122,800~~ 6,126,300 appropriated to Family Safety, the Legal Aid Society shall receive a grant of $169,000, the Mary Parrish Center shall receive a grant of $120,000, the Sexual Assault Center Safe Bar Program shall receive a grant of $175,000, and the YWCA shall receive a grant of $275,000, and CASA Nashville shall receive a grant of $75,000 from these appropriations.	
TOTAL ADMINISTRATION OF JUSTICE FUNCTION		**~~$114,552,300~~** **$111,769,400**

Dept Number	Description	Department or Function Total
LAW ENFORCEMENT AND CARE OF PRISONERS:		
30	Sheriff's Office	~~$125,094,000~~ $123,456,400
31	Police Department	~~329,928,900~~ 325,733,600
54	Community Review Board	~~2,455,800~~ 2,425,500
TOTAL LAW ENFORCEMENT AND CARE OF PRISONERS FUNCTION		~~**$457,478,700**~~ 451,615,500
FIRE PREVENTION AND CONTROL:		
32	Fire Department and EMS Services	~~$228,109,000~~ $221,971,300
TOTAL FIRE PREVENTION AND CONTROL FUNCTION		~~**$228,109,000**~~ 221,971,300
REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT:		
01	Economic Development	
	01101118 Economic Job Development Incentive Dell	$0 ~~$500,000~~
	01101146 Philips Holdings Economic Incentive	436,300
	01101158 Economic Incentive Alliance Bernstein	525,000
	01101483 Consulting ~~Underwriting~~ Services - Housing	500,000
	01101492 East Bank Development Authority	3,000,000
	01101222 Coliseum Capital Maintenance Fund Transfer	1,000,000
	01101238 National League of Cities	1,000,000
	01101534 Contribute Sister Cities	95,000 ~~70,000~~
	01101578 Barnes Affordable Housing Trust* * This appropriation shall be partially funded by revenues from hotel/motel tax revenues, pursuant to Section 5.12.060 of the Metropolitan Code of Laws.	16,000,000
	01101637 Contribute Music and Entertainment Economic Development and Film Initiatives	250,000
	01101650 Small Business Incentive	250,000
	01101691 MAC Workforce* * Of the $365,300 appropriated to MAC Workforce, Music City Construction Careers shall receive a grant of $50,000 from these appropriations.	365,300
	01101693 MDHA VASH Pilot Program	100,000
	01101995 Tax Increment Payment - IDB	1,550,000
	01101998 Tax Increment Payment - MDHA	13,813,300
	01101233 Subsidy Farmers' Market	805,800
	01101428 Subsidy Muni Auditorium	843,100
	Subtotal Economic Development	40,533,800 ~~41,008,800~~
33	Codes Administration	~~$19,754,300~~ $19,484,900
34	Beer Board	~~1,670,700~~ 1,653,100
TOTAL REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT FUNCTION		~~**$62,433,800**~~ 61,671,800
SOCIAL SERVICES		
37	Social Services	~~$8,956,400~~ $9,047,200

Dept Number	Description	Department or Function Total
	* Of the $9,047,200 appropriated to Social Services, The Branch of Nashville shall receive a grant of $25,000 from these appropriations	
44	Human Relations Commission	~~1,426,100~~ 1,133,600
53	Office of Homeless Services*	~~10,669,600~~ 10,414,400
	* Of the $~~10,669,600~~ 10,414,4000 appropriated to Office of Homeless Services, Room In The Inn shall receive a grant of $450,000 from these appropriations.	
TOTAL SOCIAL SERVICES FUNCTION		**~~$21,052,100~~** **$20,595,200**

Dept Number		Description	Department or Function Total
HEALTH AND HOSPITALS			
	01101382	Healthy Nashville Study	$647,900
	01101426	Subsidy Hospital Authority*	60,746,400
		* In addition to any other provision of this ordinance, as a condition for the release of any subsidy payments to the Hospital Authority, the Hospital Authority shall, at the time of each subsidy draw, submit a detailed expenditure plan outlining the intended use of the requested funds. This plan must include a comprehensive breakdown of the proposed use that clearly distinguishes between labor-related cost (e.g., salaries, wages, benefits) and non-labor costs (e.g., accounts payable including a detailed listing of invoices to be paid). No subsidy funds shall be disbursed until such documentation has been received and reviewed for compliance with this requirement.	
	01101432	Subsidy BLTC Management Contract	320,000
	01101433	Knowles Home Management Contract	2,370,000
	01101613	Correctional Healthcare	31,707,300
	01101614	Forensic Medical Examiner	7,312,700
38	Health Department*		~~58,457,400~~ 57,599,000
		* Of the 57,599,000 ~~$58,457,400~~ appropriated to the Health Department, the Mental Health Cooperative shall receive a grant of ~~$5,688,500~~ ~~$5990,900~~ and the Tennessee Justrice Center shall receive a grant of $60,000 from these appropriations.	
TOTAL HEALTH AND HOSPITALS FUNCTION			~~**$161,561,700**~~ 160,703,300
PUBLIC LIBRARY SYSTEM:			
39	Public Library		~~$48,653,800~~ $47,579,500
TOTAL PUBLIC LIBRARY SYSTEM FUNCTION			~~**$48,653,800**~~ 47,579,500
RECREATIONAL, CULTURAL, CONSERVATION AND COMMUNITY SUPPORT:			
01	Community Support:		
	01101204	Metro Action Commission (MAC)	$12,437,500
	01101326	Property Tax Relief Program	6,847,000
	01101502	Contribute Nashville Symphony*	15,000
		* Minimum appropriation of $15,000 pursuant to Section 18.11 of the Metropolitan Charter.	
	01101503	Contribute Adventure Science Center*	50,000
		* Minimum appropriation of $25,000 pursuant to Section 18.11 of the Metropolitan Charter.	
	01101521	Contribute Humane Association*	12,500
		* Minimum appropriation of $12,500 pursuant to Section 18.11 of the Metropolitan Charter.	
	01101587	Contribute Alignment Nashville	100,000
	01101147	Nashville State Cmty College Fndtn - GRAD Program	750,000
	01101624	PENCIL Foundation	100,000
	01101686	Public Education Foundation	100,000
	01101687	Summer Youth Employment Program	2,079,100
	01101703	Choosing Justice Initiative for the Indigent Defense, Excellence and Advocacy Program	500,000
	01101704	ADM Begin Bright - NPL Foundation	1,000,000
	01101705	ADM Human Svcs Study - Public Private	500,000
	01101706	Museum Study	60,000
	01101339	Community Safety Fund	1,000,000
	Subtotal 01 Administration - Community Support		25,551,100

Dept Number	Description	Department or Function Total
	01101699 Tree Canopy	$1,500,000
35	Agricultural Extension	~~593,200~~ 587,200
40	Parks and Recreation	~~72,711,400~~ 71,307,600
41	Arts Commission*	~~5,651,700~~ 4,726,900
	* Of the $~~5,651,700~~ 4,726,900 appropriated to the Arts Commission, $3,263,200 shall be contingent upon both: (i) the Metro Arts Commission providing an annual report to the Metropolitan Council detailing the grant recipients, moneys disbursed, and the purposes for which moneys were disbursed as required by TCA § 7-3-314(d) and (ii) the approval by the Metropolitan Council of the criteria of the Metro Arts Commission for the award of any funds as required by MCL 2.112.040(H).	
64	Sports Authority	3,941,200
	TOTAL RECREATIONAL, CULTURAL, CONSERVATION AND COMMUNITY SUPPORT FUNCTION	**~~$109,888,600~~** 107,614,000
	INFRASTRUCTURE AND TRANSPORTATION	
	01101117 Subsidy Regional Transportation Authority (RTA)	$320,200
	01101237 Commuter Rail	1,871,800
	01101304 Subsidy Metropolitan Transit Authority (MTA)	77,212,600
	01101350 Satellite City Payments	1,541,300
42	Nashville Department of Transportation (NDOT)	~~62,257,400~~ 59,271,200
	TOTAL INFRASTRUCTURE AND TRANSPORTATION FUNCTION	**~~$143,203,300~~** 140,217,100
	TOTAL GENERAL FUND EXPENDITURES OF THE GENERAL SERVICES DISTRICT	**~~$1,773,793,200~~** **$1,745,967,000**
	Fund Balance Restoration	~~$47,836,900~~ $43,735,800
	Fund Balance Sustainability	~~35,483,800~~ 21,875,800
	TOTAL FUND BALANCE ADJUSTMENT	**~~$83,320,700~~** **$65,611,600**
	TOTAL GENERAL FUND OF THE GENERAL SERVICES DISTRICT	**~~$1,857,113,900~~** **$1,811,578,600**

Section I: **General Services District** **Fiscal Year**
Schedule C: **Debt Services Funds Appropriations** **2026**

Total by Fund:

Debt Service Administration		
25104	MNPS Debt Service	$137,792,400
20115	GSD Debt Service	304,561,400
	TOTAL DEBT SERVICE FUNDS - GSD	**$442,353,800**

Debt Service Requirements by Fund		**PRINCIPAL**	**INTEREST**	**OTHER**	**TOTAL**
25104	**MNPS Debt Service Fund**				
	Outstanding G.O. MNPS Bonds: (BU 80106000)	$78,543,300	$45,529,300	$0	$124,072,600
	Redemption, Cremation and Management Fees	0	0	453,700	453,700
	Treasury Internal Service Fees	0	0	121,400	121,400
	Qualified School Capital Projects, 2009 (QSCB)	0	0	1,767,600	1,767,600
	Qualified School Capital Projects, 2010 (QSCB)	0	0	3,942,300	3,942,300
	Commercial Paper (Bonds Anticipation Loans)	0	3,336,700		3,336,700
	Subtotal MNPS Debt Service Fund	78,543,300	48,866,000	6,285,000	133,694,300
	Fund Balance Restoration	$0	$0	$1,425,600	$1,425,600
	Fund Balance Sustainability	0	0	2,672,500	2,672,500
	TOTAL MNPS DEBT SERVICE FUND	**$78,543,300**	**$48,866,000**	**$10,383,100**	**$137,792,400**
20115	**GSD Debt Service Fund (BU-90101000)**				
	Outstanding G.O. GSD Bonds: (BU 90101000)	$176,648,100	$95,336,000	$0	$271,984,100
	Redemption, Cremation and Management Fees	0	0	1,037,300	1,037,300
	Treasury Internal Service Fees	0	0	261,900	261,900
	Commercial Paper (Bonds Anticipation Loans)	0	13,634,000	0	13,634,000
	Subtotal GSD Debt Service Fund	176,648,100	108,970,000	1,299,200	286,917,300
	Fund Balance Restoration	$0	$0	$11,903,400	$11,903,400
	Fund Balance Sustainability	0	0	5,740,700	5,740,700
	TOTAL GSD DEBT SERVICE FUND	**$176,648,100**	**$108,970,000**	**$18,943,300**	**$304,561,400**

Section I: **General Services District** **Fiscal Year**
Schedule D: **Special Revenue, Internal Service, & Enterprise Funds** **2026**
Summary Of Estimated Revenue And Fund Balances To Support Appropriations

Fund Number	Description	Revenues and Fund Balances To Support Appropriations	Appropriations
SPECIAL REVENUE/GRANT FUNDS:			
30004	Register's Computer Fund	$2,300	$2,300
30005	Central Business Improvement District	5,632,100	5,632,100
30006	Animal Control Donations	75,000	75,000
30020	State Trial Court Drug Enforcement	141,000	141,000
30027	General Sessions Drug Court	5,300	5,300
30031	Hotel Occ Convention Ctr 2007	28,744,500	28,744,500
30034	Criminal Court Clerk Computerizat	215,900	215,900
30041	Event and Marketing	5,185,500	5,185,500
30042	Hotel Occ Conv Ctr 1% Tax	22,679,000	22,679,000
30043	Hotel Occ Conv Ctr 2007 1% Tax	20,437,200	20,437,200
30044	Hotel Occ Tourist Promotion	45,357,900	45,357,900
30045	Hotel Occ Tourist Related	22,679,000	22,679,000
30046	Hotel Occ General Fund 1%	22,679,000	22,679,000
30047	Hotel Occ 2007 1% SecondaryTDZ	2,241,800	2,241,800
30048	Fire Department Donations	3,300	3,300
30064	CBID Fee Event and Marketing	3,965,300	3,965,300
30072	Animal Education and Welfare	1,000	1,000
30096	TN Direct Appropriations Grant	100,000	100,000
30101	Metro Major Drug Program	320,400	320,400
30102	DUI Offender	52,800	52,800
30103	DA Fraud & Economic Crime	57,500	57,500
30104	DA Special Operations	2,000	2,000
30114	Barnes Fund for Affordable Housing	48,000,000	48,000,000
30118	County Clerk Computer Fund	135,000	135,000
30122	Juvenile Court Clerk Computer Fund	16,900	16,900
30130	Mediation Services Fund*	110,000	110,000
	* These funds shall be administered in accordance with BL2012-160 and T.C.A. § 16-20-101 et seq. and shall be allocated to the Nashville Conflict Resolution Center and distributed on a monthly basis based on actual revenue received and are not capped at the fund balance and appropriation total listed here.		
30146	Police Unauth Substance Abuse	200,000	200,000
30147	Police Drug Enforcement	1,125,000	1,125,000
30149	Police Federal Drug Enforcement	500,000	500,000
30151	Victim Witness Protection	5,800	5,800
30154	Police State Felony Forfeitures	87,000	87,000
30155	Police State Gambling Forfeitures	210,000	210,000
30156	Police Federal Forfeitures	10,000	10,000
30157	Police Sex Offender Registry	165,500	165,500
30158	Police Donations Fund	11,500	11,500
30164	Community Safety	3,604,400	3,604,400
30173	Opioid Settlements	14,902,600	5,880,500
30176	C-PACER	200,000	200,000
30195	CBID Safety & Assessment Fund	4,288,500	4,288,500
30200	Police Task Force Fund	2,220,000	2,220,000
30204	Health Title V Clean Air Act	50,000	50,000
30206	Health Clean Air Permit Program	321,500	321,500
30215	Finance Innovation Investment	186,700	186,700
30218	County Clerk Title Fees	100,000	100,000
30221	Federal Funds Reserve	20,000,000	20,000,000
30267	Pension Asset Management	1,327,600	1,327,600
30288	Sports Authority Arena Account 2019	30,400,000	30,400,000
30289	Sports Authority Arena Revenue 2019	2,200,000	2,200,000
30318	County Clerk EIVS Fees	30,000	30,000
30320	Metro Transit Impr Plan Revenue Fund ~~IMPROVE Act Transit Admin Fund~~	164,426,000	164,426,000
30322	Metro Transit Operating Expense Fund	60,161,600	60,161,600
30359	Special Events	20,563,800	20,563,800

Section I: **General Services District** **Fiscal Year**
Schedule D: **Special Revenue, Internal Service, & Enterprise Funds** **2026**
Summary Of Estimated Revenue And Fund Balances To Support Appropriations

Fund Number	Description	Revenues and Fund Balances To Support Appropriations	Appropriations
30370	ITS Community Assets & Land Use Fund	2,782,300	2,782,300
30404	Library Special Projects	52,000	52,000
30408	NDOT Grants	1,531,100	1,531,100
30418	County Clerk T&R Fees	750,000	750,000
30501	Solid Waste Operations	~~58,546,000~~	~~58,546,000~~
		56,450,800	56,450,800
30503	Waste Services Tire Waste	600,000	600,000
30509	NDOT Surplus Parking Fund	8,845,400	7,906,600
30512	NDOT Parking Management Program	6,953,400	4,738,500
30600	Demolition Fund	275,000	275,000
30702	Advance Planning and Research	126,700	126,700
30709	Mixed Income PILOT- HEFB	10,000	10,000
30764	Metro Area Computer Mapping	70,500	70,500
30801	Parks Special Projects	62,300	62,300
30802	Parks Resale Inventory	3,100,000	3,100,000
31260	Stadium Revenue 2023	22,679,000	22,679,000
31500	MAC Administration and Leasehold	10,002,900	10,002,900
31501	MAC Local Programs	2,500	2,500
31502	MAC Headstart	24,961,500	24,961,500
31503	MAC LIHEAP Grant	7,400,500	7,400,500
31504	MAC CSBG Grant	1,675,900	1,675,900
31505	MAC Summer Food	936,600	936,600
31506	MAC CACFP	1,354,900	1,354,900
31508	MAC BF/AF Care Program	465,800	465,800
31511	MAC Parent Club Federal Funds	4,500	4,500
31512	MAC Community Srvc Assistance	364,800	364,800
31514	MAC Comsrv Poverty Summit	25,100	25,100
31519	MAC Share the Warmth	100,000	100,000
31521	MAC Kresge Grant	456,500	456,500
31522	MAC Youth Grant	3,324,200	3,324,200
31523	MAC Workforce	390,000	390,000
31531	MAC Martha O'Bryan TAEM	160,000	160,000
32051	Office of Family Safety Grant Fund	586,300	586,300
32060	General Services Grant Fund	2,200,000	2,200,000
32138	Homelessness Grants Fund	514,300	514,300
32200	Health Dept Grant Fund	27,900,000	27,900,000
32226	Juvenile Court Grant Fund	3,185,700	3,185,700
32227	General Sessions Court Grant Fund	1,054,400	1,054,400
32228	State Trial Courts Grant Fund	60,000	60,000
32229	Gen Sessions Veteran's Treatment Court Operations	2,700	2,700
32230	Sheriff Grant Fund	188,600	188,600
32231	Police Grant Fund	1,760,100	1,760,100
32237	Social Services Grant Fund	1,178,800	1,178,800
32240	ITS Grant Fund	1,975,200	1,975,200
32250	OEM Grant Fund	1,352,500	1,352,500
32300	Parks Dept Grant Fund	198,900	198,900
33000	Parks Master Plan	229,000	229,000
33024	Criminal Crt Clk Victims Asst	50,500	50,500
33075	General Services Energy Program	40,000	40,000
34155	Nash Educ Comm & ArtsTVCapital	200,000	200,000
35119	MNPS Special Projects	14,000,000	14,000,000
35132	MNPS Federal/State Grants	143,042,000	143,042,000
35135	MNPS Charter School	206,000,000	206,000,000
35158	MNPS Nutrition Services	68,620,100	68,620,100
37041	Tree Bank	325,000	325,000
37150	Tree Canopy	1,500,000	1,500,000
38005	Gulch Central Business Imp Dst	1,272,400	1,272,400
39005	South Nashville Central Business Imp Dt	1,105,000	1,105,000

Section I: General Services District
Schedule D: Special Revenue, Internal Service, & Enterprise Funds
Summary Of Estimated Revenue And Fund Balances To Support Appropriations

Fiscal Year 2026

Fund Number	Description	Revenues and Fund Balances To Support Appropriations	Appropriations

Section I: **General Services District** **Fiscal Year**
Schedule D: **Special Revenue, Internal Service, & Enterprise Funds** **2026**
Summary Of Estimated Revenue And Fund Balances To Support Appropriations

Fund Number	Description	Revenues and Fund Balances To Support Appropriations	Appropriations
INTERNAL SERVICE FUNDS:			
51137	Information Technology Services	~~$64,317,500~~	~~$64,317,500~~
		$63,250,900	$63,250,900
51138	ITS Technology Revolving	$403,200	$403,200
51154	Office of Fleet Management	43,519,200	43,519,200
51180	Treasury Management	2,163,800	2,163,800
55146	MNPS Print Shop	1,000,000	1,000,000
ENTERPRISE FUNDS:			
60008	Sports Authority	$3,941,200	$3,941,200
60120	East Bank Development Authority	$3,000,000	$3,000,000
60152	Farmers' Market	3,205,800	3,205,800
60156	Board of Fair Commissioners	5,001,900	5,001,900
60161	Municipal Auditorium	3,643,100	3,643,100
60271	Music City Center Operations	70,326,300	63,487,100
61190	Surplus Property Auction	1,525,400	1,525,400
61200	Police Impound	500,000	500,000
68201	DES Oper General Acct	22,370,400	22,370,400

Section I: General Services District **Fiscal Year**
Schedule E: Schools Fund Appropriations **2026**

Fund Number	Description	Appropriations
35131	MNPS General Purpose Fund *	
	Operational (BU-80111000)	~~$1,374,463,500~~
		$1,320,013,500
	Property Tax Increment	8,115,400
	Total General Purpose School Fund Expenditures	**~~$1,382,578,900~~**
		1,328,128,900
	~~Fund Balance Restoration~~	~~$2,901,100~~
		$0
	Fund Balance Sustainability	~~27,538,500~~
		16,601,600
	TOTAL FUND BALANCE ADJUSTMENT	**~~$30,439,600~~**
		$16,601,600
	TOTAL GENERAL PURPOSE SCHOOL FUND	**~~$1,413,018,500~~**
		1,344,730,500

Note: MNPS General Purpose Fund (fund 35131) revenues are detailed in Schedule I-A of this Ordinance.

SECTION II: THE URBAN SERVICES DISTRICT

Provisions for Prorating Property Taxes:

2024 (Preceding) and Prior Years: 2024 and prior years' Property Taxes of the Urban Services District and/or the former City of Nashville, collected during Fiscal Year 2026, are to be prorated consistent with the tax levy ordinance applicable for the tax year and fiscal year in which the tax was originaly levied.

2025 Property Taxes: 2025 Property Taxes of the Urban Services District, collected during Fiscal Year 2026, are to be prorated consistent with the tax levy ordinance for Fiscal Year 2026.

Therefore, all such taxes are prorated as follows:

Fund	Percent
18301 USD General Fund	~~17.929%~~
	7.350%
28315 USD Debt Service Fund	~~82.071%~~
	92.650%
	100.000%

Section II: Urban Services District **Fiscal Year**
Schedule A: Estimated Revenues & Appropriated Fund Balances Supporting Appropriations **2026**

Object Acct	Revenue Source Or Description	18301 General Fund	28315 Debt Service Fund	Total
PROPERTY TAXES:				
Property Taxes - Current Year				
401110	Real Property - current year	~~$ 3,112,800~~	$ 14,249,000	~~$ 17,361,800~~
		$ 1,017,600		$ 15,266,600
401120	Personal Property - current year	129,200	591,700	720,900
401130	Public Utility - current year	48,000	219,800	267,800
401201	Delinqnt RealPrpTaxSold-cur yr	0	0	0
	Subtotal Property Taxes - Current Year	~~3,290,000~~	15,060,500	~~18,350,500~~
		1,194,800		16,255,300
Property Taxes - Non Current Year				
401212	Real-Collection - preceding year	$ 1,083,800	$ 159,500	$ 1,243,300
401213	Real-Collection-C&M - preceding year	308,100	46,600	354,700
401222	Personal Collection - preceding year	25,500	3,700	29,200
401224	Personal Collection-C&M - preceding year	74,900	11,000	85,900
401232	Public Utility Collection - preceding year	5,300	800	6,100
401234	Public Utility-C&M Tax Lit preceding	6,500	1,000	7,500
401310	Real Property-C&M -preceding year	88,000	13,800	101,800
401311	Real Property-Trustee-preceding year	502,700	106,300	609,000
401320	Personalty-Trustee-prior	900	200	1,100
401324	Personal-C & M Tax Lit Pri	53,700	7,700	61,400
401334	Public Utility - C & M Tax Lit Pri	400	100	500
401610	In-Lieu - current	14,155,600	0	14,155,600
	Subtotal Property Taxes - Non Current Year	16,305,400	350,700	16,656,100
TOTAL PROPERTY TAXES		~~$19,595,400~~	$15,411,200	~~$35,006,600~~
		17,500,200		32,911,400
OTHER TAXES, LICENSES, AND PERMITS:				
403204	Alcoholic Beverage Gross Receipts Tax	$31,857,500	$0	$31,857,500
TOTAL OTHER TAXES, LICENSES, AND PERMITS		$31,857,500	$0	$31,857,500
TOTAL REVENUE TO URBAN SERVICES DISTRICT		~~$51,452,900~~	$15,411,200	~~$66,864,100~~
		49,357,700		64,768,900
APPROPRIATIONS OF FUND BALANCES:				
335000	Undesignated Fund Balance	18,984,900	1,529,700	$20,514,600
TOTAL AVAILABLE TO SUPPORT APPROPRIATIONS		**~~$70,437,800~~**	**$16,940,900**	**~~$87,378,700~~**
		$68,342,600		$85,283,500

Section II: **Urban Services District** **Fiscal Year**
Schedule B: **General Fund Appropriations** **2026**

Dept Number	Description	Department or Function Total
GENERAL GOVERNMENT:		
01	Administration	
	Employee Benefits:	
	01191103 Civil Service Retirement Match	2,738,500
	01191106 Teacher Pensions Match	453,400
	01191140 Benefit Adjustments*	532,100
	* Subject to Section 6.11 of the Metropolitan Charter, the Director of Finance is authorized to allocate and transfer this budget appropriation, and the fringe benefit budget appropriations of the various departments and accounts of this fund, to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.	
	Subtotal Administration Employee Benefits	3,724,000
	Total 01 Administration	3,724,000
TOTAL GENERAL GOVERNMENT FUNCTION		**$3,724,000**
REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT:		
01	Economic Development	
	01191998 Tax Increment Payment - MDHA	$3,664,700
TOTAL REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT FUNCTION		**$3,664,700**
INFRASTRUCTURE AND TRANSPORTATION		
01	Infrastructure:	
	01191486 Waste Services Transfers	~~$51,305,500~~
		$49,210,300
42	Nashville Department of Transportation (NDOT)	9,034,400
TOTAL INFRASTRUCTURE AND TRANSPORTATION FUNCTION		**~~$60,339,900~~**
		$58,244,700
TOTAL GENERAL FUND EXPENDITURES OF THE URBAN SERVICES DISTRICT		**~~$67,728,600~~**
		$65,633,400
	Fund Balance Restoration	$0
	Fund Balance Sustainability	2,709,200
TOTAL FUND BALANCE ADJUSTMENT		**$2,709,200**
TOTAL GENERAL FUND OF THE URBAN SERVICES DISTRICT		**~~$70,437,800~~**
		$68,342,600

Section II: **Urban Services District** **Fiscal Year**
Schedule C: **Debt Services Funds Appropriations** **2026**

Total by Fund:

Debt Service Administration		
28315	USD Debt Service	$16,940,900
	TOTAL DEBT SERVICE FUNDS - USD	**$16,940,900**

Debt Service Requirements by Fund		**PRINCIPAL**	**INTEREST**	**OTHER**	**TOTAL**
28315	**USD DEBT SERVICE FUND (BU-90191000)**				
	Outstanding G.O. GSD Bonds: (BU 90191000)	$11,797,600	$4,427,800	$0	$16,225,400
	Redemption, Cremation and Management Fees	0	0	43,700	43,700
	Treasury Internal Service Fees	0	0	11,700	11,700
	Commercial Paper (Bonds Anticipation Loans)	0	1,900	0	1,900
	Subtotal USD Debt Service Fund	11,797,600	4,429,700	55,400	16,282,700
	Fund Balance Restoration	$0	$0	$0	$0
	Fund Balance Sustainability	0	0	658,200	658,200
	TOTAL USD DEBT SERVICE FUND	**$11,797,600**	**$4,429,700**	**$713,600**	**$16,940,900**

Section III: **Special, Working Capital, and Enterprise Funds** **Fiscal Year**
Schedule A: **Revenues and Expenditures** **2026**

Fund Number	**Description**	**Revenues and Fund Balances To Support Appropriations**	**Appropriations**
WATER AND SEWER FUNDS:			
27312	Water and Sewer Debt Service	$81,500,000	$81,500,000
47335	Water and Sewer Extension and Replacement	161,129,500	161,129,500
67311	Water and Sewer Revenue Fund	418,739,000	418,739,000
67331	Water and Sewer Operating	213,127,300	213,127,300
67332	Water and Sewer Operating Reserve	557,200	557,200
67411	Stormwater Revenue	40,144,000	40,144,000
67431	Stormwater Operating	35,022,000	35,022,000
47346	Stormwater Capital Improvements	5,122,000	5,122,000
47352	Stormwater Water Quality	245,000	245,000

Subject to Section 6.11 of the Metropolitan Charter, the Director of Finance is authorized to allocate and transfer budget appropriations between these funds during the fiscal year.

SECTION IV - Final

BE IT FURTHER ENACTED: That this ordinance shall take effect from and after its passage, the welfare of the Metropolitan Government of Nashville and Davidson County requiring it.

RECOMMENDED AND APPROVED AS TO AVAILABILITY OF FUNDS:

Director of Finance

Budget Officer

APPROVED AS TO FORM AND LEGALITY:

Metropolitan Attorney

INTRODUCED BY:

Members of the Metropolitan Council

SUBSTITUTE ORDINANCE NO. BL2025-834

An ordinance establishing the tax levy in the General Services District for the fiscal year 2025-2026, and declaring the amount required for the annual operating budget of the Urban Services District, pursuant to section 6.07 of the Metropolitan Charter.

BE IT ENACTED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That the tax levy for the General Services District of the Metropolitan Government of Nashville and Davidson County for the fiscal year 2025-2026 on each $100.00 assessed value of all property, real, tangible personal, intangible personal and mixed, within the General Services District, shall be $2.617 ~~$2.782~~ prorated and distributed as follows:

~~1. General Fund~~	~~$ 1.389~~	~~per $100.00~~
~~2. School Fund~~	~~$ 0.901~~	~~per $100.00~~
~~3. Debt Service Fund~~	~~$ 0.389~~	~~per $100.00~~
~~4. School Debt Service Fund~~	~~$ 0.103~~	~~per $100.00~~
~~Total Levy General Services District~~	~~$ 2.782~~	~~per $100.00~~
1. General Fund	$ 1.326	per $100.00
2. School Fund	$ 0.799	per $100.00
3. Debt Service Fund	$ 0.389	per $100.00
4. School Debt Service Fund	$ 0.103	per $100.00
Total Levy General Services District	$ 2.617	per $100.00

Section 2. Pursuant to Section 6.07 of the Charter, BE IT HEREBY DETERMINED AND DECLARED that the annual operating budget of the Urban Services District for the fiscal year 2025-2026 requires $16,255,300 ~~$18,350,500~~ by a property tax levy therein, and the Urban Council is hereby directed to levy a tax upon all property, real, tangible personal, intangible personal and mixed, within the Urban Services District of $0.029 ~~$0.032~~ per $100.00 of assessed valuation, prorated and distributed as follows:

~~1. General Fund~~	~~$0.006~~	~~Per $100.00~~
~~2. Debt Service Fund~~	~~$0.026~~	~~Per $100.00~~
~~Total Levy Urban Services District~~	~~$0.032~~	~~Per $100.00~~
1. General Fund	$0.002	Per $100.00
2. Debt Service Fund	$0.027	Per $100.00
Total Levy Urban Services		

District	$0.029	Per $100.00

Section 3. This ordinance shall take effect from and after its passage, the welfare of the Metropolitan Government of Nashville and Davidson County requiring it.

APPROVED FOR PROPER BUDGET PROCEDURES:

_____
Budget Officer

INTRODUCED BY:

_____
Courtney Johnston
Member of Council

APPROVED AS TO AVAILABILITY OF FUNDS:

_____
Director of Finance

APPROVED AS TO FORM AND LEGALITY:

_____
Director of Law

AMENDMENT NO. 1

TO

RESOLUTION NO. RS2025-1258

Madam President –

I move to amend Resolution No. RS2025-1258 as follows:

I. By amending Section 1 as follows:

Section 1: The pay plan adopted pursuant to RS2024-482, and which went into effect on July 1, 2024, for the general employees of the Metropolitan Government, excluding employees of the Board of Health, Board of Education, and the Police and Fire Departments, from and after July 1, 2025, shall be as provided in Exhibit A, except that there shall be a salary increase of 1.0% above what is noted in the exhibit. Exhibit A reflects market increases of about 7%-8% for each pay grade, and the continuation of step increments and open range adjustments funded at 2%. Exhibit A is incorporated into this Resolution as if fully set out herein, except that there shall be a salary increase of 1.0% above what is noted in the exhibit.

II. By amending Section 4 as follows:

Section 4: Upon the adoption of the pay plan attached as Exhibit A, which shall further include a salary increase of 1.0% above what is noted in the exhibit, and upon it becoming effective, the pay plan adopted pursuant to RS2024-482 is hereby repealed.

SPONSORED BY:

_____

Delishia Porterfield
Member of Council

AMENDMENT NO. 2

TO

RESOLUTION NO. RS2025-1258

Madam President –

I move to amend Resolution No. RS2025-1258 as follows:

I. By amending Section 1 as follows:

Section 1: The pay plan adopted pursuant to RS2024-482, and which went into effect on July 1, 2024, for the general employees of the Metropolitan Government, excluding employees of the Board of Health, Board of Education, and the Police and Fire Departments, from and after July 1, 2025, shall be as provided in Exhibit A, except that there shall be a salary increase of 1.5% above what is noted in the exhibit. Exhibit A reflects market increases of about 7%-8% for each pay grade, and the continuation of step increments and open range adjustments funded at 2%. Exhibit A is incorporated into this Resolution as if fully set out herein, except that there shall be a salary increase of 1.5% above what is noted in the exhibit.

II. By amending Section 4 as follows:

Section 4: Upon the adoption of the pay plan attached as Exhibit A, which shall further include a salary increase of 1.5% above what is noted in the exhibit, and upon it becoming effective, the pay plan adopted pursuant to RS2024-482 is hereby repealed.

SPONSORED BY:

_____

Courtney Johnston
Member of Council

AMENDMENT NO. 1

TO

RESOLUTION NO. RS2025-1259

Madam President –

I move to amend Resolution No. RS2025-1259 as follows:

I. By amending Section 1 as follows:

Section 1: The pay plan adopted pursuant to RS2024-483, and which went into effect on July 1, 2024, for employees of the Metropolitan Departments of Police and Fire, from and after July 1, 2025, shall be as provided in Exhibit A, except that there shall be a salary increase of 1.0% above what is noted in the exhibit. Exhibit A reflects market increases of about 7%-8% for each pay grade, and the continuation of step increments and open range adjustments funded at 2%. Exhibit A is incorporated into this Resolution as if fully set out herein, except that there shall be a salary increase of 1.0% above what is noted in the exhibit.

II. By amending Section 4 as follows:

Section 4: Upon the adoption of the pay plan attached as Exhibit A, which shall further include a salary increase of 1.0% above what is noted in the exhibit, and upon it becoming effective, the pay plan adopted pursuant to RS2024-483 is hereby repealed.

SPONSORED BY:

_____

Delishia Porterfield
Member of Council

AMENDMENT NO. 2

TO

RESOLUTION NO. RS2025-1259

Madam President –

I move to amend Resolution No. RS2025-1259 as follows:

I. By amending Section 1 as follows:

Section 1: The pay plan adopted pursuant to RS2024-483, and which went into effect on July 1, 2024, for employees of the Metropolitan Departments of Police and Fire, from and after July 1, 2025, shall be as provided in Exhibit A, except that there shall be a salary increase of 1.5% above what is noted in the exhibit. Exhibit A reflects market increases of about 7%-8% for each pay grade, and the continuation of step increments and open range adjustments funded at 2%. Exhibit A is incorporated into this Resolution as if fully set out herein, except that there shall be a salary increase of 1.5% above what is noted in the exhibit.

II. By amending Section 4 as follows:

Section 4: Upon the adoption of the pay plan attached as Exhibit A, which shall further include a salary increase of 1.5% above what is noted in the exhibit, and upon it becoming effective, the pay plan adopted pursuant to RS2024-483 is hereby repealed.

SPONSORED BY:

_____

Courtney Johnston
Member of Council

AMENDMENT NO. _1_

TO

RESOLUTION NO. RS2025-1260

Madam President –

I move to amend Resolution No. RS2025-1260 as follows:

I. By amending Section 1 as follows:

Section 1: The pay plan adopted pursuant to RS2024-484, and which went into effect on July 1, 2024, for employees of the Metropolitan Board of Health, from and after July 1, 2025, shall be as provided in Exhibit "A," except that there shall be a salary increase of 1.0% above what is noted in the exhibit. Exhibit A reflects market increases of about 7%-8% for each pay grade, and the continuation of step increments and open range adjustments funded at 2%. Exhibit "A" is incorporated into this Resolution as if fully set out herein, except that there shall be a salary increase of 1.0% above what is noted in the exhibit.

II. By amending Section 3 as follows:

Section 3: Upon the adoption of the pay plan attached as Exhibit "A," which shall further include a salary increase of 1.0% above what is noted in the exhibit, and upon it becoming effective, the pay plan adopted pursuant to RS2024-484 is hereby repealed.

SPONSORED BY:

_____

Delishia Porterfield
Member of Council

AMENDMENT NO. _2__

TO

RESOLUTION NO. RS2025-1260

Madam President –

I move to amend Resolution No. RS2025-1260 as follows:

I. By amending Section 1 as follows:

Section 1: The pay plan adopted pursuant to RS2024-484, and which went into effect on July 1, 2024, for employees of the Metropolitan Board of Health, from and after July 1, 2025, shall be as provided in Exhibit "A," except that there shall be a salary increase of 1.5% above what is noted in the exhibit. Exhibit A reflects market increases of about 7%-8% for each pay grade, and the continuation of step increments and open range adjustments funded at 2%. Exhibit "A" is incorporated into this Resolution as if fully set out herein, except that there shall be a salary increase of 1.5% above what is noted in the exhibit.

II. By amending Section 3 as follows:

Section 3: Upon the adoption of the pay plan attached as Exhibit "A," which shall further include a salary increase of 1.5% above what is noted in the exhibit, and upon it becoming effective, the pay plan adopted pursuant to RS2024-484 is hereby repealed.

SPONSORED BY:

_____

Courtney Johnston
Member of Council

SUBSTITUTE RESOLUTION NO. RS2025-65

A resolution levying a property tax and establishing the tax rate for such tax levy in the Urban Services District of The Metropolitan Government of Nashville and Davidson County for the Fiscal Year 2025-2026.

BE IT RESOLVED BY THE URBAN COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That there is hereby levied a tax upon all property, real, tangible personal, intangible personal and mixed, within the Urban Services District of the Metropolitan Government of Nashville and Davidson County for the fiscal year 2025-2026 of $0.029 ~~$0.032~~ on each $100.00 assessed value of all property, real, tangible personal, intangible personal and mixed, within the Urban Services District, prorated and distributed as follows:

~~1. General Fund~~	~~$ 0.006~~	~~per $100.00~~
~~2. Debt Service Fund~~	~~$ 0.026~~	~~per $100.00~~
~~Total Levy Urban Services District~~	~~$ 0.032~~	~~per $100.00~~

1. General Fund	$ 0.002	per $100.00
2. Debt Service Fund	$ 0.027	per $100.00
Total Levy Urban Services District	$ 0.029	per $100.00

Section 2. This Resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

APPROVED FOR PROPER BUDGET PROCEDURES:

_____
Budget Officer

INTRODUCED BY:

_____
Courtney Johnston
Member of Council

APPROVED AS TO AVAILABILITY OF FUNDS:

_____
Director of Finance

APPROVED AS TO FORM AND
LEGALITY:

_____
Director of Law

AMENDMENT NO. ___

TO

ORDINANCE NO. BL2025-846

Madam President –

I hereby move to amend Ordinance No. BL2025-846 as follows:

I. By amending Section 1, Metro Code of Laws 2.177.070, as follows:

2.177.070 - Annual budget.
A. The district management corporation shall annually submit to the metropolitan council a financial report and a written report of its activities for the preceding year together with a proposed budget for the next year. The annual budget shall include a projection of revenues from the special assessment and a projection of expenditures for projects, services and activities of the district management corporation and shall be reviewed and approved by the metropolitan council, or if not approved shall be returned to the board of directors for revision and resubmission until the metropolitan council shall approve the annual budget.
B. The district management corporation shall report no less than quarterly to the Tourism and Convention Commission and Metro Finance Department on financial sources and uses of all fees and assessments, including funds resulting from management, operation, or other use of Metro public assets, including but not limited to Metro parking garages.

SPONSORED BY:

_____
Jacob Kupin
Member of Council

AMENDMENT NO. ___

TO

ORDINANCE NO. BL2025-809

Madam President –

I hereby move to amend Substitute Ordinance No. BL2025-809 as follows:

I. By amending Section 4 to add the following conditions:

19. A 100 foot wide buffer, not inclusive of right-of-way, shall be maintained between Parcel 06015007800 (10 Quality Way) and any dwelling unit. Existing mature trees and vegetation shall be maintained and supplemented with evergreen trees and shrubs to ensure a consistent tree density of 30 canopy trees, 15 understory trees, and 90 shrubs per 100 linear feet.

INTRODUCED BY:

_____

Kyonzté Toombs
Member of Council

Docusign Envelope ID: 40AF3CD6-E415-4601-A4FD-F0C35DB65559

Resolution No. _____

A resolution to approve a First Amendment to three grant contracts for constructing affordable housing between The Metropolitan Government of Nashville and Davidson County, acting by and through the Metropolitan Housing Trust Fund Commission, and certain non-profit organizations.

WHEREAS, The Metropolitan Government of Nashville and Davidson County ("Metro"), acting by and through the Metropolitan Housing Trust Fund Commission, previously entered into a grant contract with Shelter America Group, for the express purpose of constructing affordable housing approved by RS2023-2251; and

WHEREAS, Metro, acting by and through the Metropolitan Housing Trust Fund Commission, previously entered into a grant contract with Living Development Concepts, Inc., for the express purpose of constructing affordable housing approved by RS2023-2250; and

WHEREAS, Metro, acting by and through the Metropolitan Housing Trust Fund Commission, previously entered into a grant contract with AWAKE Nashville, Inc., for the express purpose of constructing affordable housing approved by RS2023-2249; and,

WHEREAS, Metro, acting by and through the Metropolitan Housing Trust Fund Commission, and Shelter America Group and Living Development Concepts, Inc., wish to amend the grant contracts by extending the term to 36 months, copies of which amendments are attached hereto and incorporated herein; and,

WHEREAS, Metro, acting by and through the Metropolitan Housing Trust Fund Commission, and AWAKE Nashville, Inc., wish to amend the grant contract by extending the term to 36 months and removing the $3,000,000.00 grant award language as AWAKE Nashville, Inc. has relinquished the financial award under the contract, a copy of which amendment is attached hereto and incorporated herein; and

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

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

Section 1. That this First Amendment to three grant contracts for constructing affordable housing between The Metropolitan Government of Nashville and Davidson County, acting by and through the Metropolitan Housing Trust Fund Commission, and Shelter America Group, Living Development Concepts, Inc., and AWAKE Nashville, Inc., copies of which are attached hereto and incorporated herein, is hereby approved, and the Metropolitan Mayor is hereby authorized to execute the same.

Section 2. That this resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

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RECOMMENDED BY:

Signed by:
Catherine Middlebrooks
2ADC09144BE44EA...

Catherine Middlebrooks
Housing Trust Fund Manager

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Jenneen Reed, Director
Department of Finance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Assistant Metropolitan Attorney

INTRODUCED BY:

Delishia D. Porterfield

Member(s) of Council

Docusign Envelope ID: 40AF3CD6-E415-4601-A4FD-F0C35DB65559

AMENDMENT #1 TO GRANT CONTRACT RS2023-2249
BETWEEN
THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY
BY AND THROUGH THE METROPOLITAN HOUSING TRUST FUND COMMISSION
AND
AWAKE NASHVILLE

This contract amendment is entered into by and between **THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY ACTING BY AND THROUGH THE METROPOLITAN HOUSING TRUST FUND COMMISSION**, a municipal corporation of the State of Tennessee (hereinafter referred to as "Metro") and **AWAKE NASHVILLE** (hereinafter referred to as "**Recipient**"). It is mutually understood and agreed by and between said undersigned contracting parties that the subject Grant Contract approved is hereby amended as follows:

1. Grant Contract section A.2 is deleted in its entirety and replaced with the following:

A.2. The Recipient shall utilize the property awarded under this Grant Contract in accordance with the affordable housing project submitted in the work scope, which is incorporated herein as Exhibit C and attached hereto, and any of its amendments and subject to the terms and conditions set forth herein. Further, the term "grant" as used in this Grant Contract, shall apply solely to the property award.

2.Grant Contract section A.3 is deleted in its entirety and replaced with the following:

A.3. The Recipient has relinquished its Round 11 financial award.

3. Grant Contract section B.1 is deleted in its entirety and replaced with the following:

B.1. <u>Grant Contract Term</u>. The term of this Grant shall be from execution of the grant agreement until Project completion, but in no way greater than 36 months from the execution of the grant agreement. Metro shall have no obligation for services rendered by the Recipient which are not performed within this term.

C.1. Grant Contract section C.1. is deleted in its entirety and replaced with the following:

C.1. Intentionally Deleted.

C.2. Grant Contract section C.2. is deleted in its entirety and replaced with the following:

C.2. <u>Compensation Firm. Recipient has relinquished its financial award and shall not be compensated for its performance under this Grant Contract.</u>

C.3. Grant Contract section C.3. is deleted in its entirety and replaced with the following:

C.3. Intentionally Deleted.

C.4. Grant Contract section C.4. is deleted in its entirety and replaced with the following:

C.4. <u>Close-out Narrative Report</u>. The Recipient must submit a final grant Close-out Narrative Report, to be received by the Metropolitan Housing Trust Fund Commission / Barnes Housing Trust Fund within 45 days of project completion. Said report shall be in form and substance acceptable to Metro and shall be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

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C.5. Grant Contract section C.5. is deleted in its entirety and replaced with the following:

C.5. Intentionally Deleted.

C.6. Grant Contract section C.6. is deleted in its entirety and replaced with the following:

C.6. Intentionally Deleted.

C.7. Grant Contract section C.7. is deleted in its entirety and replaced with the following:

C.7. Intentionally Deleted.

C.9. Grant Contract section C.9. is deleted in its entirety and replaced with the following:

C.9. Intentionally Deleted.

Exhibit C. The Budget in Exhibit C shall be deleted in its entirety and replaced with a new Budget.

The remaining provisions of the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Contract:

Recipient: AWAKE NASHVILLE

By: Karen Holder

Karen Holder, Executive Director

Date: June 5th, 2025

Docusign Envelope ID: 40AF3CD6-E415-4601-A4FD-F0C35DB65559

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED:

5/27/2025

Peter Westerholm, Chair
Metropolitan Housing Trust Fund Commission

Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
6237 7A2A8742489...

6/12/2025

Jenneen Reed, Director
Department of Finance

Date

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
688048F12FD741C...

6/13/2025

Director of Risk Management Services

Date

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Tessa Ortiz-Marsh
036ABEB6868C4C0...

6/13/2025

Assistant Metropolitan Attorney

Date

APPROVED BY METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Freddie O'Connell
Metropolitan County Mayor

Date

ATTEST, this the day of , 20

BY:
Metropolitan Clerk

Docusign Envelope ID: 40AF3CD6-E415-4601-A4FD-F0C35DB65559

AMENDMENT #1 TO GRANT CONTRACT

BETWEEN

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

BY AND THROUGH THE METROPOLITAN HOUSING TRUST FUND COMMISSION

AND

LIVING DEVELOPMENT CONCEPTS INC.

This contract amendment is entered into by and between **THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY ACTING BY AND THROUGH THE METROPOLITAN HOUSING TRUST FUND COMMISSION,** a municipal corporation of the State of Tennessee (hereinafter referred to as "**Metro**") and **LIVING DEVELOOPMENT CONCEPTS INC.** (hereinafter referred to as "**Recipient**"). It is mutually understood and agreed by and between said undersigned contracting parties that the subject Grant Contract approved is hereby amended as follows:

1. Grant Contract section B.1 is deleted in its entirety and replaced with the following:

   B.1. <u>Grant Contract Term.</u> The term of this Grant shall be from execution of the grant agreement until Project completion, but in no way greater than 36 months from the execution of the grant agreement. Metro shall have no obligation for services rendered by the Recipient which are not performed within this term.

The remaining provisions of the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Contract:

Recipient: LIVING DEVELOPMENT CONCEPTS INC.

By: Henry Miller

Henry Miller, Executive Director

Date: 6/4/2025

Docusign Envelope ID: 40AF3CD6-E415-4601-A4FD-F0C35DB65559

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED:

5/27/2025

Peter Westerholm, Chair
Metropolitan Housing Trust Fund Commission

Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
6237A2A8742469...

6/12/2025

Jenneen Reed, Director
Department of Finance

Date

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

6/13/2025

Director of Risk Management Services

Date

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Tessa Ortiz-Marsh
036ABEB6868C4C0...

6/13/2025

Assistant Metropolitan Attorney

Date

APPROVED BY METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Freddie O'Connell
Metropolitan County Mayor

Date

ATTEST, this the day of , 20

BY:
Metropolitan Clerk

Docusign Envelope ID: 40AF3CD6-E415-4601-A4FD-F0C35DB65559

AMENDMENT #1 TO GRANT CONTRACT
BETWEEN
THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY
BY AND THROUGH THE METROPOLITAN HOUSING TRUST FUND COMMISSION AND SHELTER AMERICA GROUP

This contract amendment is entered into by and between **THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY ACTING BY AND THROUGH THE METROPOLITAN HOUSING TRUST FUND COMMISSION,** a municipal corporation of the State of Tennessee (hereinafter referred to as "**Metro**") and **SHELTER AMERICA GROUP** (hereinafter referred to as "**Recipient**"). It is mutually understood and agreed by and between said undersigned contracting parties that the subject Grant Contract approved is hereby amended as follows:

1. Grant Contract section B.1 is deleted in its entirety and replaced with the following:

B.1. <u>Grant Contract Term.</u> The term of this Grant shall be from execution of the grant agreement until Project completion, but in no way greater than 36 months from the execution of the grant agreement. Metro shall have no obligation for services rendered by the Recipient which are not performed within this term.

The remaining provisions of the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Contract:

Recipient: SHELTER AMERICA GROUP

By: _____

Christopher Bric, President

Date: 6/4/2025

Docusign Envelope ID: 40AF3CD6-E415-4601-A4FD-F0C35DB65559

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED:

5/27/2025

Peter Westerholm, Chair
Metropolitan Housing Trust Fund Commission

Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
6237/A2A8/42469...

6/12/2025

Jenneen Reed, Director
Department of Finance

Date

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

6/13/2025

Director of Risk Management Services

Date

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Tessa Ortiz-Marsh
036ABEB6B8BC4C0...

6/13/2025

Assistant Metropolitan Attorney

Date

APPROVED BY METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Freddie O'Connell
Metropolitan County Mayor

Date

ATTEST, this the day of , 20

BY:
Metropolitan Clerk

Docusign Envelope ID: BB81DD5A-B3EF-4077-B83E-04BEFDF22759

Resolution No. _____

A resolution accepting an in-kind grant from the Sister Cities of Nashville to the Metropolitan Government, acting by and through the Metropolitan Board of Parks and Recreation, to fund a commissioned art mural on the exterior side wall of the Morgan Park Community Center including future maintenance costs.

WHEREAS, the Sister Cities of Nashville have awarded an in-kind grant with an estimated value not to exceed $8,500 with no cash match required, to the Metropolitan Government, acting by and through the Metropolitan Board of Parks and Recreation, to fund a commissioned art mural on the exterior side wall of the Morgan Park Community Center including future maintenance costs; and,

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

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

Section 1. That the in-kind grant by and between the Sister Cities of Nashville, with an estimated value not to exceed $8,500, and the Metropolitan Government, acting by and through the Metropolitan Board of Parks and Recreation, to fund a commissioned art mural on the exterior side wall of the Morgan Park Community Center including future maintenance costs, a copy of which in-kind grant is attached hereto and incorporated herein, is hereby approved.

Section 2. That this in-kind grant be appropriated to the Metropolitan Nashville Parks Department 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:

Jenneen Reed/mjw
Jenneen Reed, Director
Department of Finance

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan
Assistant Metropolitan Attorney

INTRODUCED BY:

Delishia D. Porterfield

Brenda G. Gadd

Member(s) of Council

Docusign Envelope ID: BB81DD5A-B3EF-4077-B83E-04BEFDF22759

GRANT SUMMARY SHEET

Grant Name: 2025 Morgan Park Mural 25

Department: PARKS & RECREATION

Grantor: Sister Cities of Nashville

Pass-Through Grantor (If applicable):

Total Award this Action: $0.00

Cash Match Amount $0.00

Department Contact: Alan Enzo
862-8400

Status: NEW

Program Description:

Morgan Park Mural 2025 grant. This in-kind grant from Sister Cities of Nashville provides for installation of a mural on the Morgan Park Community Center building. The value of the in-kind grant is $8,500.00. There is no match or other obligation required from Metro Parks or Metro government related to this in-kind grant. All installation and maintenance costs for the mural will be paid for directly by Sister Cities of Nashville. No money will be coming to Metro Parks.

Plan for continuation of services upon grant expiration:

N/A.

Grants Tracking Form

Part One

Pre-Application ○ Application ○ Award Acceptance ◉ Contract Amendment ○

Department	Dept. No.	Contact	Phone	Fax
PARKS & RECREATION	040	Alan Enzo	862-8400	862-8414

Grant Name:	2025 Morgan Park Mural 25		
Grantor:	Sister Cities of Nashville	Other:	
Grant Period From:	06/17/25	(applications only) Anticipated Application Date:	
Grant Period To:		(applications only) Application Deadline:	
Funding Type:	OTHER	Multi-Department Grant ☐ → If yes, list below.	
Pass-Thru:		Outside Consultant Project: ☐	
Award Type:	OTHER	Total Award:	$0.00
Status:	NEW	Metro Cash Match:	$0.00
Metro Category:	New Initiative	Metro In-Kind Match:	$0.00
CFDA #		Is Council approval required?	☑
Project Description:		Applic. Submitted Electronically?	☐

Morgan Park Mural 2025 grant. This in-kind grant from Sister Cities of Nashville provides for installation of a mural on the Morgan Park Community Center building. The value of the in-kind grant is $8,500.00. There is no match or other obligation required from Metro Parks or Metro government related to this in-kind grant. All installation and maintenance costs for the mural will be paid for directly by Sister Cities of Nashville. **No money will be coming to Metro Parks.**

Plan for continuation of service after expiration of grant/Budgetary Impact:

N/A.

How is Match Determined?

Fixed Amount of $	$0.00	or	0.0%	% of Grant	Other: ☐

Explanation for "Other" means of determining match:

N/A

For this Metro FY, how much of the required local Metro cash match:

Is already in department budget?	N/A	Fund		Business Unit
Is not budgeted?	$0.00	Proposed Source of Match:	N/A	
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)		Requested from Cont. Match Fund:	N/A	

Other:

Number of FTEs the grant will fund:	0.00	Actual number of positions added:	0.00	
Departmental Indirect Cost Rate	15.07%	Indirect Cost of Grant to Metro:	$0.00	
*Indirect Costs allowed? ○ Yes ◉ No % Allow.	0.00%	Ind. Cost Requested from Grantor:	$0.00	in budget

*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)

Draw down allowable? ☐

Metro or Community-based Partners:

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	FY26			$0.00				$0.00	$0.00	$0.00
Yr 2	FY__			$0.00				$0.00	$0.00	$0.00
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
Total		$0.00	$0.00	$0.00	$0.00		$0.00	$0.00	$0.00	$0.00

Date Awarded:	05/20/25	Tot. Awarded:	$0.00	Contract#:	Letter
(or) Date Denied:		Reason:			
(or) Date Withdrawn:		Reason:			

Contact: vaughn.wilson@nashville.gov
juanita.paulsen@nashville.gov

Rev. 8/5/03
6052

GC Rec'd
06/11/25

GC Approved
06/11/25

090

VW

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Sister Cities
OF NASHVILLE

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Mina Johnson, President
Eric Beyer, Vice President
Becky Sharpe, Vice President
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Brenda Wynn

Executive Director
Sarah Lingo

May 20, 2025

ATTN: Metro Nashville Board of Parks and Recreation

RE: Donation of artwork (community mural) to Metro Parks Music and Metro Parks Visual Arts

Sister Cities of Nashville requests the Metro Nashville Board of Parks and Recreation to accept an in-kind grant of a community mural valued at $8,500.00, including future maintenance costs, if any.

This mural is considered temporary public art, with the understanding that no ongoing maintenance will be required beyond an annual inspection. Sister Cities of Nashville will coordinate this annual inspection in collaboration with the artist. Should any issues arise, SCN will work with the artist to address them, including arranging for repairs or removal of the mural if deemed necessary.

The mural will be displayed at Morgan Park Community Center and will reflect the relationship of cultural exchange built between Nashville, TN and Magdeburg, Germany, a partnership that has been in existence over 20 years.

Sister Cities and Andee Rudloff (mural artist) received a grant from the Metro Arts Commission to fund this project. All services and supplies will be provided from grant funds to Sister Cities. The size of the mural will not exceed 8ft by 30ft. All processes and products will be approved by Metro Parks Maintenance, Morgan Park Community Center, and the Cultural Arts Divisions.

Parks staff will provide approval of the final artwork and Parks Maintenance will provide approval for the process of attaching the mural to the building.

The mural may be used for whatever purpose that Metro Parks and Recreation needs. No money will be sent to Metro Parks or Metro Government. The grant requires no other obligation from Parks or Metro Government.

Sincerely,

Sarah Lingo
Executive Director
Sister Cities of Nashville

Attachment: Photos depicting location and art style of proposed mural

PO Box 120555
Nashville, TN 37212, United States
Phone: (615) 952-0201 www.scnashville.org
@SCNashvilleTN

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Example of art style

Intended location of art

PO Box 120555
Nashville, TN 37212, United States
Phone: (615) 952-0201 www.scnashville.org
@SCNashvilleTN

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FREDDIE O'CONNELL, MAYOR

METROPOLITAN BOARD OF PARKS AND RECREATION

Centennial Park Office
Park Plaza at Oman Street
Nashville, TN 37201

(615) 862-8400
Fax (615) 862-8414
www.nashville.gov/parks

Monique Horton Odom, Director

June 3, 2025

Ms. Sarah Lingo, Executive Director
Sister Cities of Nashville
P.O. Box 120555
Nashville, Tennessee 37212

Dear Ms. Lingo:

The Parks Board, at its meeting held Tuesday, June 3, 2025, accepted an in-kind grant, valued at approximately $8,500.00, from the Sister Cities of Nashville including future maintenance costs, if any, for a commissioned mural of art on the exterior side wall of the Morgan Park Community Center.

Please note there is no required match or other obligation by Parks associated with this grant. No money will be sent to Metro Parks. The mural will be paid for directly by Sister Cities of Nashville. No going maintenance will be required by Metro Parks as this is meant to be a temporary installation and it will be sealed accordingly.

If further information is needed regarding the donation process, please contact Ms. Chinita White of my staff; she may be reached at 615 862-8400. On behalf of Metro Parks, thank you for this generous contribution.

Sincerely,

Monique Horton Odom, Director
and Secretary to the Board

c: Chinita White
Alan Enzo
Stevon Neloms

"It is the mission of Metro Parks and Recreation to sustainably and equitably provide everyone in Nashville with an inviting network of parks and greenways that offer health, wellness and quality of life through recreation, conservation and community"

FOR ADA ACCOMMODATIONS, PLEASE CONTACT 615-862-8400
WE ARE AN EQUAL OPPORTUNITY EMPLOYER

SIGNATURE PAGE
FOR

GRANT NO. Morgan Park Mural 2025

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department

6/10/25
Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Jennifer Reed/mjw
Director of Finance

6/12/2025 | 8:51 PM CDT
Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb
Director of Insurance

6/13/2025 | 8:27 AM CDT
Date

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan
Metropolitan Attorney

6/13/2025 | 8:11 AM CDT
Date

FILED:

Metropolitan Clerk

Date

Docusign Envelope ID: BB81DD5A-B3EF-4077-B83E-04BEFDF22759

FREDDIE O'CONNELL, MAYOR

METROPOLITAN BOARD OF PARKS AND RECREATION

Centennial Park Office
Park Plaza at Oman St
Nashville, TN 37219

(615) 862-8400
FAX (615) 862-8414
www.nashville.gov/Parks-and-Recreation.aspx

Monique Horton Odom, Director

June 12, 2025

Re: Resolution No. _____

Resolution approving the Morgan Park Mural 2025 Grant.

Madame President:

Metro Parks respectfully requests that this resolution be accepted for late filing for the June 17 Council agenda.

The reason for this request is that the grantor, Sister Cities Nashville, needs to complete the work by 6/30/25. Sister Cities is working under the terms of a grant which requires the art to be completed by June 30, 2025. Therefore, it is urgent for Council to consider the resolution as soon as possible in June.

Accordingly, please accept this resolution for late filing as an emergency pursuant to Council Rule of Civil Procedure 13.

Thank you for your consideration.

Monique Horton Odom, Director
Metro Board of Parks & Recreation

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FOR ADA ACCOMMODATIONS, PLEASE CONTACT 615 862-8400
WE ARE AN EQUAL OPPORTUNITY EMPLOYER

LEGISLATIVE TRACKING FORM

Filing for Council Meeting Date: 06/24/25 ☑ **Resolution** ☐ **Ordinance**

Contact/Prepared By: Anna Harutyunyan **Date Prepared:** 06/11/25

Title (Caption): This funding is for 12 community youth development agencies to provide after school programing for 558 youth slots, and summer programing for 305 youth slots in fiscal year 2026. Additionally, the contracts include allocations to support youth-led activities and transportation expenses for evening program departure for charter school programs and afternoon drop off from schools to NAZA-Funded community-based program-sites.

Submitted to Planning Commission? ☑ **N/A** ☐ **Yes-Date:** _____ **Proposal No:** _____

Proposing Department: Public Library **Requested By:** Terri Luke

Affected Department(s): Public Library/ NAZA **Affected Council District(s):** _____

Legislative Category (check one):

☐ Bonds	☐ Contract Approval	☐ Intergovernmental Agreement
☐ Budget - Pay Plan	☐ Donation	☐ Lease
☐ Budget - 4%	☐ Easement Abandonment	☐ Maps
☐ Capital Improvements	☐ Easement Accept/Acquisition	☐ Master List A&E
☐ Capital Outlay Notes	☑ Grant	☐ Settlement of Claims/Lawsuits
☐ Code Amendment	☐ Grant Application	☐ Street/Highway Improvements
☐ Condemnation	☐ Improvement Acc.	☐ Other: _____

FINANCE **Amount +/-: $** $ 1,526,540.00 **Match: $** _____

Funding Source:

BU: 39104121

- Capital Improvement Budget
- Capital Outlay Notes
- Departmental/Agency Budget
- Funds to Metro
- General Obligation Bonds
- Grant
- Increased Revenue Sources
- Judgments and Losses
- Local Government Investment Project
- Revenue Bonds
- Self-Insured Liability
- Solid Waste Reserve
- Unappropriated Fund Balance
- 4% Fund
- Other: _____

Approved by OMB: _____ Date to Finance Director's Office: _____

Approved by Finance/Accounts: _____ **APPROVED BY**

Approved by Div Grants Coordination: _____ **FINANCE DIRECTOR'S OFFICE:** _____

ADMINISTRATION

Council District Member Sponsors: _____

Council Committee Chair Sponsors: _____

Approved by Administration: _____ **Date:** _____

DEPARTMENT OF LAW

Date to Dept. of Law: _____ Approved by Department of Law: _____

Settlement Resolution/Memorandum Approved by: _____

Date to Council: _____ For Council Meeting: _____ ☐ E-mailed Clerk

☐ All Dept. Signatures ☐ Copies ☐ Backing ☐ Legislative Summary ☐ Settlement Memo ☐ Clerk Letter ☐ Ready to File

Department of Law – White Copy *Administration – Yellow Copy* *Finance Department - Pink Copy*

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Resolution No. RS_____

A resolution appropriating a total of $1,526,540.00 from the Nashville Public Library to various nonprofit organizations for the provision of free and high-quality afterschool and summer programming through the Library's Nashville After Zone Alliance after school and out-of-school time coordinating system.

WHEREAS, Section 7-3-314 of the Tennessee Code Annotated states that metropolitan forms of government may provide financial assistance to nonprofit organizations in accordance with the guidelines of the Metropolitan Government; and,

WHEREAS, Section 5.04.070 of the Metropolitan Code of Laws provides that the Council may, by Resolution, appropriate funds for the financial aid of nonprofit organizations; and,

WHEREAS, the Nashville Public Library has accepted applications from nonprofit organizations to receive funding from the Nashville After Zone Alliance coordinating system for the provision of free and high-quality afterschool and summer programming; and,

WHEREAS, pursuant to and contingent upon the passage of the budget ordinance of the Metropolitan Government of Nashville and Davidson County for fiscal year 2026, BL2025-833, including any substitutes or amendments, funds are available for the provision of high-quality after school and summer programming through the Nashville Public Library's Nashville After Zone Alliance after school and out-of-school time coordinating system; and,

WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that these funds be appropriated to these nonprofit organizations.

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

Section 1. There is hereby appropriated $1,526,540.00 from the Nashville Public Library to the nonprofit organizations listed below as follows:

Nonprofit Organization	**Amount**
AAOC Camps for Youth Development	$117,650.00
Aspiring Youth Enrichment Services	$412,275.00
Black Lemonade	$275,550.00
Carnegie Writers	$72,400.00
Elmington Elevates	$24,390.00
Moves and Grooves	$83,750.00
Rocklife Youth	$403,025.00
Boys & Girls Clubs of Middle Tennessee	$28,100.00
Girls Write Nashville	$21,325.00
Salama Urban Ministries	$27,100.00
Water Walkers	$27,100.00
Youth Encouragement Service, Inc.	$33,875.00

Section 2. The Metropolitan Government is hereby authorized to enter into the grant

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contracts, attached hereto and incorporated herein, with the nonprofit organizations listed in Section 1 for the amount provided herein and the purposes stated in the contract.

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

RECOMMENDED BY:

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Terri Luke, Director
Nashville Public Library

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Jenneen Reed, Director
Department of Finance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Tessa Ortiz-Marsh
036A8EB6868C4C0...

Assistant Metropolitan Attorney

INTRODUCED BY:

Delishia D. Porterfield

Brenda G. Gadd

Member(s) of Council

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
CARNEGIE WRITERS

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Carnegie Writers,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Carnegie Writers** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Carnegie WritersYIA guidance

for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1.__KE__ **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. __KE__ **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. __KE__ **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) __KE__ **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) KE **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) KE **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) KE **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) KE **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) KE **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) KE **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) KE **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) KE **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) KE **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle**.** Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) KE **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) KE **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

16) KE___ **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) KE___**Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) KE___ **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.

- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.

- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.

- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.

- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.

- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.

- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.

- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$72,400** (**20** slots for afterschool, **20** slots for summer, and youth led activities). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and

expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire**.

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.1.1. Grantee is not entitled to payment under this grant contract until grantee provides an updated audit. The date of issue for the audit must be after June 16, 2024. Grantee must provide the updated audit to Metro by August 18, 2025, or this contract is void. Metro will not incur any liability for services rendered by grantee or payment to the grantee until an updated audit is received and accepted by Metro.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the

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written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance
During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

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DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.** Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.

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(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

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D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Kemi Elufiede, Founder and President
Carnegie Writers
1906 Glen Echo Road, 150026
Nashville, TN, 37215
1-800-794-8115 ext. 501

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a

Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

(THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK.)

Grant contract between the Metropolitan Government of Nashville and Davidson County and **Carnegie Writers**, Contract #_____ July 1, 2025 – June 30, 2026

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jennifer Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A85B6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Carnegie Writers

By (Signature): Kemi Elufiede

Authorized Officer Name:
Title: President

Sworn to and subscribed to before me a Notary Public, this 10th day of June, 2025

Notary Public

JavierAdrianMolano

JAVIER ADRIAN MOLANO
Notary Public - State of Florida
Commission # HH529144
Expires on May 20, 2028

Notarized remotely online using communication technology via Proof.

My Commission expires 05/20/2028

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	Carnegie Writers	**CONTRACT # (Office Use):**			
PROGRAM NAME	Teen Author Workshop	**START DATE:**	2-Sep-25		
ADDRESS	1906 Glen Echo Road, 150026	**END DATE:**	12-Dec-25		
CITY, STATE & ZIP	Nashville, TN, 37215	**CONTACT PERSON**	Kemi Elufiede		
FEDERAL ID # (EIN)	47-4792114	**CONTACT TELEPHONE**	(470) 289-6615		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	25,350.00	One full-time Program Director is funded at a prorated amount of $16,040 for the after-school period. One part-time Literacy Facilitator is funded at 14 hours per week for 32 weeks at $20/hour, totaling $8,960. Payroll processing costs of $350 are also included under this category.			
Benefits and Taxes	250.00	A pension contribution of $250 is allocated under benefits and taxes to support the full-time Program Director's retirement benefits during the after-school program period.			
Total Personnel Expenses	**25,600.00**				
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number			
Insurance	0.00				
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type			
Transportation	0.00	Daily rate, number of days separated by afterschool and summer (if applicable)			
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating			
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per			
Other Non-Personnel	2,000.00	This allocation supports $500 for youth-led projects and $1,500 for staff training, professional development, showcase events, and program materials to enhance student engagement and instructional quality during the after-school program.			
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.			
Total Non-personnel	**2,000.00**				
Afterschool sub-total	**27,600.00**				
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**			
Salaries and Wages	37,250.00	One full-time Program Director is funded at a prorated amount of $34,000 for the summer period. One part-time Literacy Facilitator is funded at 20 hours per week for 7 weeks at $20/hour, totaling $2,800. Payroll processing costs of $450 are also included under this category.			
Benefits and Taxes	650.00				
Total Personnel Expenses	**37,250.00**				
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number			
Insurance	1,800.00	An annual insurance cost of $1,800 is allocated to provide general liability coverage that supports both the after-school and summer programs, ensuring a safe environment for staff and youth participants.			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type			
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating			
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class			
Other Non-Personnel	5,750.00	This allocation supports staff training, professional development, program materials, publications, and guest speakers during the summer program to enhance instructional quality, student engagement, and the celebration of youth work.			
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.			
Total Non-personnel	**7,550.00**				
Summer sub-total	**44,800.00**				
TOTAL	**72,400.00**				
RECIPIENT	Kemi Elufiede				
AUTHORIZED SIGNATURE:	Kemi Elufiede				
TITLE	President and Founder				
DATE	5/15/2025				

RESPONSE #22333 SUBMITTED ON 05/19/2025 09:43:08 AM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Carnegie Writers**

Programming Information

Days of Week of Afterschool Program	**4 days per week**

Edit section title

Afterschool site plan	**School Site**
Please check box if planning summer programming	**X**
Afterschool Program Name	**Teen Author Workshop**

Afterschool Programming

Name of School Site Location	**Goodlettsville Middle School**
Address of School Program Site	**300 S Main St, Goodlettsville, TN 37072**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**20**
Transportation needed?	**Yes**

Summer Programming Information

Summer Program Name	**Literacy Achievement Program**

Summer Programming Information

Edit section title

Name of Summer Site Location	**Liberty Collegiate Academy**
Summer Location address	**3515 Gallatin Pike, Nashville, TN 37216**
Number of summer youth targeted for site	**20**
Weeks of Programming	**7 weeks**
Days per Week of Summer Program	**5 days per week**
Hours per Day	**7 hours**
Programming Time Frame	**9:00 am - 4:00 pm**
Proposed months of Summer programming	**June 2026**

Signature

Kemi Elufiede

Kemi Elufiede

Name

2025-05-19 14:43:29 (UTC)

Date

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Kemi Elufiede

Name: Kemi Elufiede

Title: Founder and President

Agency Name: Carnegie Writers

Date: 4/15/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Kemi Elufiede

Name: Kemi Elufiede

Title: Founder and President

Agency Name: Carnegie Writers

Date: 4/15/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 02 2015

CARNEGIE WRITERS
P O BOX 150026
NASHVILLE, TN 37215-0026

Employer Identification Number:
47-4792114
DLN:
26053731003245
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
March 12, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

CARNEGIE WRITERS

Sincerely,

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

000792009

B0068-0044 03/12/2015 5:38 PM Received by Tennessee Secretary of State Tre Hargett

CHARTER
NONPROFIT CORPORATION (ss-4418)

Division of Business Services
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102
(615) 741-2286

Filing Fee: $100

For Office Use Only

Control # 000792009
FILED: Mar 12, 2015 5:38PM

Tre Hargett,
Secretary of State

The undersigned, acting as incorporator(s) of a nonprofit corporation under the provisions of the Tennessee Nonprofit Corporation Act, adopt the following Articles of Incorporation.

1. The name of the corporation is: Carnegie Writers

2. Name Consent: (Written Consent for Use of Indistinguishable Name)
☐ This entity name already exists in Tennessee and has received name consent from the existing entity.

3. This company has the additional designation of:

4. The name and complete address of its initial registered agent and office located in the State of Tennessee is:
Carnegie Writers
1003 GLASTONBURY RD
NASHVILLE, TN 37217-5036
DAVIDSON COUNTY

5. Fiscal Year Close Month: December **Period of Duration:** Perpetual

6. If the document is not to be effective upon filing by the Secretary of State, the delayed effective date and time is:
(none) (Not to exceed 90 days)

7. The corporation is not for profit.

8. Please complete all of the following sentences by checking one of the two boxes in each sentence:
This corporation is a ☑ public benefit corporation / ☐ mutual benefit corporation.
This corporation is a ☐ religious corporation / ☑ not a religious corporation.
This corporation will ☑ have members / ☐ not have members.

9. The complete address of its principal executive office is:
1003 GLASTONBURY RD
NASHVILLE, TN 37217-5036
DAVIDSON COUNTY

(Note: Pursuant to T.C.A. §10-7-503 all information on this form is public record.)

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

B0068-0045 03/12/2015 5:38 PM Received by Tennessee Secretary of State Tre Hargett

CHARTER
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Division of Business Services
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State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102
(615) 741-2286

Filing Fee: $100

For Office Use Only

Control # 000792009
FILED: Mar 12, 2015 5:38PM

Tre Hargett,
Secretary of State

The name of the corporation is: Carnegie Writers

10. The complete mailing address of the entity (if different from the principal office) is:
1003 GLASTONBURY RD
NASHVILLE, TN 37217-5036

11. List the name and complete address of each incorporator:

Title	Name	Business Address	City, State, Zip
	Oluwakemi J Elufiede	1003 GLASTONBURY ROAD	NASHVILLE, TN 37217

12. School Organization: (required if the additional designation of "School Organization - Exempt" is entered in section 3.)

- ☐ I certify that pursuant to T.C.A. §49-2-611, this nonprofit corporation is exempt from the $100 filing fee required by T.C.A. §48-51-303(a)(1).
- ☐ This nonprofit corporation is a "school support organization" as defined in T.C.A. §49-2-603(4)(A).
- ☐ This nonprofit corporation is an educational institution as defined in T.C.A. §48-101-502(b).

13. Insert here the provisions regarding the distribution of assets upon dissolution:
In the event of dissolution of the Corporation, the residual assets of the Corporation (after all creditors of the Corporation have been paid), shall be distributed to the members prorated in accordance with their respective membership interests.

14. Other Provisions:

(Note: Pursuant to T.C.A. §10-7-503 all information on this form is public record.)

Mar 12, 2015 5:38PM
Signature Date

Electronic
Incorporator's Signature

Oluwakemi J Elufiede
Incorporator's Name (printed or typed)

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

March 26, 2024

Dr. KEMI ELUFIEDE
1906 GLEN ECHO RD UNIT 150026
NASHVILLE, TN 37215-2961 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: CARNEGIE WRITERS
CO Number: CO51762
Renewal Date: 06/30/2025

Dear Dr. KEMI ELUFIEDE:

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading, or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions at (615)741-2555.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024105676

Application for Initial Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

CO Number: CO51762
Filed: 03/20/2024 10:24 AM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: CARNEGIE WRITERS

Legal entity type of the Organization: Corporation

Business Services Control Number: 792009

Fiscal Year Ending Month: December **FEIN:** 47-4792114

When and where was the organization legally established

Date: 03/12/2015 **Country:** USA **City/State:** NASHVILLE, TN **County:** Davidson

Principal Office Address
1003 GLASTONBURY ROAD
NASHVILLE, TN 37217, USA

Mailing Address of the Organization
1906 GLEN ECHO RD UNIT 150026
NASHVILLE, TN 37215-2961, USA

Contact Information for the Charitable Organization

Contact Name: Dr. KEMI ELUFIEDE

Telephone Number: (800) 794-8115

Email: kemi.elufiede@carnegiewriters.org **Website:** www.carnegiewriters.org

Do you solicit contributions or operate under any other name(s)?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches or affiliates?
☐ Yes ☑ No

The category that best describes your organization

B - Educational Institutions & Related Activities

The charitable purpose of the organization

Carnegie Writers, Inc. (CW) is a community-based 501(c)(3) non-profit organization dedicated to serving a diverse group of individuals. It draws inspiration from The Carnegie Writers' Group, which was established in August 2013. CW's mission focuses on encouraging children, adolescents, and adults by offering positive and productive support in writing and literacy education, tailored to their personal goals. The organization's vision is to advance education, foster collaboration, stimulate creativity, and provide comprehensive resources for writing and literacy instruction.

Tax & Financial Information

Tax Exemption Status: Tax-exempt

501(c) Exemption Type: 501(C)(3) **IRS Determination Effective Date:** 05/15/2018

Has the organizations tax-exempt status ever been revoked by the Internal Revenue Service?
☑ Yes ☐ No

Date Revoked: May 2018

Has the organization been in operation for a complete fiscal year?
☑ Yes ☐ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990-N (ePostcard)

Gross Revenue

Direct and Indirect Public Contributions	$ 15,906.63
Government Grants	$ 1,200.00
Special Events and Activities	$ 0.00
Membership Dues	$ 0.00
Other Revenue	$ 0.00
Total Revenue	$ 17,106.63

Expenses

Total Program Expenses	$ 9,606.78
Management and General Expenses	$ 0.00
Fundraising Expenses	$ 0.00
Other Expenses	$ 0.00
Total Expenses	$ 9,606.78
Excess/Deficit For the Year (Total Revenue - Total Expenses)	$ 7,499.85

Solicitation Information

Have you been enjoined by any court from soliciting contributions?
☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?
☐ Yes ☑ No

Officer Information

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Dr. KEMI ELUFIEDE
1906 GLEN ECHO ROAD, `50026
NASHVILLE, TN 37215, USA
Title(s): Custodian of Contributions

FRANK SCHIEBER
1906 GLEN ECHO ROAD, 150026
NASHVILLE, TN 37215, USA
Title(s): Vice President

ALANNAH FERRIS
1906 GLEN ECHO ROAD, 150026
NASHVILLE, TN 37215, USA
Title(s): Secretary

MELONNIE HICKS
1906 GLEN ECHO ROAD, 150026
NASHVILLE, TN 37215, USA
Title(s): Custodian of Final Distributions

CARISSA BARKER-STUCKY
1906 GLEN ECHO ROAD, 150026
NASHVILLE, TN 37215, USA
Title(s): Director

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

Signature

I certify that this is my signature and I have the authority to submit this registration form on behalf of the organization and that I have examined this registration form, including accompanying documents, and to the best of my knowledge and belief, the form and each document are true, correct, and complete.

Signed Electronically: Kemi Elufiede **Date:** 03/20/2024

Title: President

I certify that this is my signature and I have the authority to submit this registration form on behalf of the organization and that I have examined this registration form, including accompanying documents, and to the best of my knowledge and belief, the form and each document are true, correct, and complete.

Signed Electronically: Frank Schieber **Date:** 03/20/2024

Title: Vice President

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: **Invoice:**

Customer Information

Dr. KEMI ELUFIEDE
CARNEGIE WRITERS
1906 GLEN ECHO RD UNIT 150026
NASHVILLE, TN 37215-2961 , USA

Tracking Number	Description	Amount Paid

Payment Details

Fee Total:	$ 0.00
Payment Total:	$ 0.00
Amount Due:	$ 0.00
Refunded Amount:	$ 0.00

Payment Method

Payment Type:

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

THE CARNEGIE WRITERS, INC.

FINANCIAL STATEMENTS

YEARS ENDED DECEMBER 31, 2024 AND 2023

INTERNALLY PREPARED BY: DANIELLE WHITE
JANUARY 20, 2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

THE CARNEGIE WRITERS, INC.

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Statements of activities	2
Statements of cash flows	3

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THE CARNEGIE WRITERS, INC.

STATEMENTS OF FINANCIAL POSITION

YEARS ENDED DECEMBER 31, 2024 AND 2023

ASSETS

	2024	2023
CURRENT ASSETS		
Cash and cash equivalents	$ 4,768	$ 520
Certificates of deposit		
Total current assets	4,768	520
FIXED ASSETS		
Property and equipment		
Less accumulated depreciation		
Net property and equipment		
Total assets	$ 4,768	$ 520

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Accrued expenses	$	$
Payroll liabilities		
Total current liabilities		
LONG TERM LIABILITY		
Total long term liability		
Total liabilities		
NET ASSETS		
Without donor restrictions		
Undesignated	4,768	520
Total net assets	4,768	520
Total liabilities and net assets	$ 4,768	$ 520

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THE CARNEGIE WRITERS, INC.

STATEMENTS OF ACTIVITIES

YEARS ENDED DECEMBER 31, 2024 AND 2023

	2024	2023
PUBLIC SUPPORT AND REVENUES		
Contributed Income		
Donations	$ 11,816	$ 16,418
Contracts	2,325	
Grants	19,070	
Total Public Support and Revenues	33,211	16,418
EXPENSES		
Program Services	3,428	
Management and General	25,535	16,231
Fundraising		876
Total Expenses	28,964	17,107
Change in net assets	4,248	(689)
NET ASSETS, BEGINNING OF YEAR	520	1,209
NET ASSETS, END OF YEAR	$ 4,768	$ 520

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THE CARNEGIE WRITERS, INC.

STATEMENTS OF CASH FLOWS

YEARS ENDED DECEMBER 31, 2024 AND 2023

	2024	2023
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$ 4,248	$ (689)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation		
(Increase) decrease in operating assets:		
Accounts receivable		
Increase (decrease) in operating liabilities:		
Accounts payable		
Accrued expenses		
Net cash provided by operating activities	4,248	(689)
CASH FLOWS FROM INVESTING ACTIVITIES		
Investment in certificates of deposit		
Purchases of fixed assets		
Net cash used by investing activities		
Net increase in cash and cash equivalents	4,248	(689)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	520	1,209
CASH AND CASH EQUIVALENTS, END OF YEAR	$ 4,768	$ 520

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Boys & Girls Clubs of Middle Tennessee,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

NAZA-funded summer program with ***Boys & Girls Clubs of Middle Tennessee*** *will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Boys & Girls Clubs of Middle

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TennesseeYIA guidance for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. EK **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. EK **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. EK **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) EK **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) _____ **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) _____ **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) _____ **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) _____ **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) _____ **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) _____ **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) _____ **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) _____ **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

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- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) EN **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) _____ **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) _____ **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) _____ **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) _____ **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) _____ **Youth In Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$28,100 (20** slots for afterschool and youth-led activities). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for

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the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire.**

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or

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monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.1.1. Grantee is not entitled to payment under this grant contract until grantee provides an updated audit. The date of issue for the audit must be after June 16, 2024. Grantee must provide the updated audit to Metro by August 18, 2025, or this contract is void. Metro will not incur any liability for services rendered by grantee or payment to the grantee until an updated audit is received and accepted by Metro

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient

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shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

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D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance
During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

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DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.**_Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.

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(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

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D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Eric Higgs, CEO
Boys & Girls Clubs of Middle Tennessee
1704 Chartlotte Ave
Nashville, TN, 37203
615-983-6836

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a

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Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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Grant contract between the Metropolitan Government of Nashville and Davidson County and Boys & Girls Clubs of Middle Tennessee, Contract #_____ July 1, 2025 – June 30, 2026

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Boys & Girls Clubs of Middle Tennessee

By (Signature): _____

Authorized Officer Name:
Title: CEO

Sworn to and subscribed to before me a Notary Public, this 11 day of June, 2025

Notary Public

Trent Dillard

Trent Dillard

TRENT DILLARD
STATE OF TENNESSEE
NOTARY PUBLIC
My Commission Expires on 10/04/2027
DAVIDSON COUNTY

My Commission expires 10/04/2027

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA Funds For FY 2026 Program

ORGANIZATION NAME: Boys & Girls Clubs	**CONTRACT # (Office Use):**		
PROGRAM NAME: NAZA Afterschool	**START DATE:**	**July 1, 2025**	
ADDRESS: 1704 Charlotte Ave. Ste 200	**END DATE:**	**June 20, 2026**	
CITY, STATE & ZIP: Nashvile, TN, 37203	**CONTACT PERSON**	**Jerry Montgomery**	
FEDERAL ID # (EIN): 62-0540402	**CONTACT TELEPHONE**	(615) 596-4744	

COST CATEGORIES	TOTAL BUDGET REQUEST	BUDGET EXPLANATION/DETAILS	OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA	Grantor name
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**		
Salaries and Wages	21,000.00	Salaries included are club director (1) and club staff (1) at 18% of the total wages for the school year		
Benefits and Taxes	1,600.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant		
Total Personnel Expenses	**22,600.00**			
Office Supplies	3,500.00	12% of the total grant will cover office supplies used for after school activities		
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number		
Insurance	0.00	Unit cost or % of total cost charged to this grant		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type		
Transportation	500.00	Daily rate, number of days separated by afterschool and summer (if applicable)		
Field Trips	1,500.00	For 20 students the plan would be 4 field trips over the course of the year equating to $18.75/trip per student		
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per		
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**5,500.00**			
Afterschool sub-total	**28,100.00**			

Summer Programs		Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.
Salaries and Wages	0.00	Number of staff x Number of hours and hourly rate charged to this grant or percentage of
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant
Total Personnel Expenses	**0.00**	
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number
Insurance	0.00	Unit cost or % of total cost charged to this grant
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.
Total Non-personnel	**0.00**	
Summer sub-total	**0.00**	
TOTAL	**28,100.00**	
RECIPIENT		
AUTHORIZED SIGNATURE:		
TITLE	Chief Executive Officer	
DATE	5/15/2025	

RESPONSE #22185 SUBMITTED ON 05/08/2025 05:43:53 AM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Boys & Girls Clubs of Middle Tennessee**

Programming Information

Days of Week of Afterschool Program	**5 days per week**

Edit section title

Afterschool site plan	**Community Site**
Please check box if planning summer programming	*No answer given*
Afterschool Program Name	**Afterschool Enrichment Program**

Afterschool Programming

Name of Community Site Location	**Andrew Jackson**
Address of Community Program Site	**916 16th Ave N, Nashville, TN, 37208**

For Community Sites Only

Target School for Community Site	**Head Middle School**
Target School for Community Site	**Hull Jackson Elementary School**
Target School for Community Site	**IT Creswell Middle School**
Target School for Community Site	**Jones Paideia Elementary School**
Target School for Community Site	**Martin Luther King High School**
Target School for Community Site	**Robert Churchwell Elementary**

Target School for Community Site	**Eakin Elementary School**
Number of youths targeted for site	**20**
3rd Party Transportation needed?	**No**

Signature

Jerry Montgomery

Name

2025-05-08 10:44:15 (UTC)

Date

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: _____

Name: Eric Higgs

Title: CEO

Agency Name: Boys & Girls Clubs of Middle TN

Date: 4/2/25

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: _____

Name: Eric Higgs

Title: CEO

Agency Name: Boys & Girls Clubs of Middle TN

Date: 4/2/25

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Department of the Treasury

District Director

Delaware-Maryland District

31 Hopkins Plaza, Baltimore, MD 21201

P.O. Box 13163, Room 817
Baltimore, MD 21203

JULY 14, 1998

Employer Identification Number:
62-0540402

BOYS AND GIRLS CLUB OF
MIDDLE TENNESSEE, INC.
PO BOX 110268
NASHVILLE, TN 37222-0268

Person to Contact:
EP/EO Tax Examiner

Telephone Number:
(410) 962-6058

Dear Sir/Madam:

This is in response to your inquiry received JULY 10, 1998, requesting a copy of the letter which granted tax exempt status to the above named organization.

Our records show that the organization was granted exemption from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code effective SEPTEMBER, 1954.

We have also determined that the organization is not a private foundation because it is described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you under section 170 of the Code.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more you pay to each of your employees during the calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

You are required to file Form 990, Return of Organization Exempt from Income Tax, only if your gross receipts each year are normally more than $25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally $25,000 or less, and sign the return.

A copy of our letter certifying the status of the organization is not available, however, this letter may be used to verify your tax-exempt status.

Because this letter could help resolve any questions about your exempt status, it should be kept in your permanent records.

Sincerely yours,

181 Paul M. Harrington
District Director

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

3

STATE OF TENNESSEE

CHARTER OF INCORPORATION

Be it Known, THAT T.T.Thropp; Littell J. Rust, E. B. Stahlman, B. L. Howe, Lee J. Loventhal; W. O. Tirrill, Jos. Lindsayer; Howard Andrews; Jas. B. Hill, C. H. Brandon, V .J. Alexander; Jno. M. Cate, J. T. Howell, William Fume; John H. DeWitt, John Howe Peyton, J. O. Lusk Cheek, W. V. Davidson, Gardner Beckett and H. A. Vantrease, are hereby constituted a body politic and corporate, by the name and style of;

"NASHVILLE BOY'S CLUB"

for the encouragement, support and maintenance of a "boy"s Club,"for the uplift and improvement of the mental, social, moral, physical and economic condition of "underpriviledged boy's; and with the power and authority to acquire any real or personal property and take, receive and hold any and all gifts, bequests or devises of property for the purposes of said corporation, subject to such limitations and conditions as the donor or testator may attach thereto.

The general powers of said corporation shall be: to sue and be sued by the corporate name; to have and use a common seal, which it may alter at pleasure; if no common seal, then the signature of the name of the corporation by any duly authorized officer shall be legal and binding: to purchase and hold or receive by gift, bequest or devise, in addition to the personal property owned by said corporation, real estate necessary for the transaction of the corporate business, and also to purchase or accept any real estate in payment or in part payment of any debt due to the corporation, and sell the same; to establish by-laws, and make all rules and regulations not inconsistent with the laws and Constitution deemed expedient for the management of corporate affairs, and to appoint such subordinate officers and agents in addition to a President and Secretary or Treasurer, as the business of the corporation may require, designate the name of the office and fix the compensation of the officer.

The said five or more incorporators shall, within a convenient time after the registration of this charter in the office of the Secretary of State, elect from their number a President, Secretary, and Treasurer, or the last two offices may be combined into one; said officers and the other incorporators to constitute the first Board of Directors. In all elections each member to be entitled to [illegible] by proxy, and the result, to be determined by a majority of the [illegible] any member. The corpora-

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The Board of Directors may have the power to increase the number of Directors from seven to ten, if they deem the interest of the corporation requires such increase. And the first or any subsequent Board of Directors may have the power to elect other members, who, on acceptance of membership, shall become corporators equally with the original corporators. The Board of Directors shall have the right to determine what amount of money paid into the treasury shall be a prerequisite for membership, or, if necessary, what amount shall be thus annually paid, and failure thus to pay shall, in the discretion of the Directors, justify the expulsion of said defaulting member. The term of all officers may be fixed by the by-laws, the said term not, however, to exceed three years. All officers hold over until their successors are duly elected and qualified.

The general welfare of society, not individual profit, is the object for which this charter is granted, and hence the members are not stockholders in the legal sense of the term, and no dividends or profits shall be divided among the members. The members may at any time voluntarily dissolve the corporation by a conveyance of its assets and property to any other corporation holding a charter from the State for the purposes not of individual profit, first providing for corporate debts.

A violation of any of the provisions of this charter shall subject the corporation to dissolution at the instance of the State.

This charter is subject to modification or amendment: and in case said modification or amendment is not accepted, corporate business is to cease, and the assets and property, after payment of debts, are to be conveyed, as aforesaid, to some other corporation holding a charter for purposes not connected with individual profit. Acquiescence in any modification thus declared shall be determined in a meeting specially called for that purpose, and only those voting in favor of the modification shall thereafter compose the corporation.

The means, assets, income or other property of the corporation shall not be employed directly or indirectly for any other purpose whatever than to accomplish the legitimate objects of its creation, and by no implication shall it possess the power to issue notes or currency, deal in currency, notes or coin, buy or sell products, or engage in any kind of trading operation, nor hold any more real estate than is necessary for legitimate purposes.

Expulsion shall be the only remedy for the nonpayment of dues by the members, and there shall be no individual liability against the members for corporate debts, but the entire corporate property shall be liable for the claims of creditors.

We, the undersigned, apply to the State of Tennessee, by virtue of the laws of the land, for a Charter of Incorporation for the purposes and with the powers, etc., declared in the foregoing instrument.

This. ------ day of ---------- 19 17.

P. T. Throop, Littell J. Rust, W. V. Tirrill, E. B. Stahlman, B. L. Howe, Lee J. Leventhal, Jos. Lindauer, Howard Andrews, Jas B. Hill, H. A. Vantreas, C. H. Brandon, V. J. Alexander, Jno. M. Cate, J. T. Howell, William Hume, John H. DeWitt, Jno. Howe Peyton, J. O. B Cheek, W. V. Davidson, Gardner Beckett, .

Witness to signatures.
P. T. Throop.

STATE OF TENNESSEE. DAVIDSON COUNTY.
Personally appeared before me, Romans Bailey, Clerk of the County Court of said County, the within named P. T. Throop, the bargainor, with whom I am personally acquainted, and who acknowledged that he executed the within instrument for the purposes therein contained.
Witness my hand and the seal of said Court, at office, in the Courthouse, at Nashville, Tennessee, this the 20th day of March, 1917.

(SEAL) Romans Bailey, Clerk.
By Louis Feldman, D.C.

STATE OF TENNESSEE. DAVIDSON COUNTY.
Personally appeared before me, Romans Bailey, Clerk of the County Court of said County, P.T.Throop, a subscribing witness to the signatures subscribed to the annexed Charter of Incorporation, who, being first duly sworn, deposed and said that he is personally acquainted with the within named Littrell J. Rust, E. B. Stahlman, B. L. Howe, Lee J. Leventhal; W. O. Tirrill, Jos. Lindauer, Howard Andrews, Jas. B. Hill, C. H. Brandon, V. J. Alexander, Jno. M. Cate, J. T. Howell, Wm. Hume, Jno. H. DeWitt, Jno. Howe Peyton, J. O. Cheek, W. V. Davidson, Gardner Beckett and H. A. Vantreuse, the bargainers, and that they acknowledged the same in his presence to be their act and deed, for the purposes therein contained

Witness my hand and the seal of said Court, at office, in Nashville, Tennessee, this 20th day of March,

(SEAL) [illegible]
By [illegible]

REGISTER'S OFFICE.
STATE OF TENNESSEE. DAVIDSON COUNTY.
Received for record the 20 day of Mar. A.D.1917, at [illegible]
page 117. Noted in [illegible]

This the [illegible]

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STATE OF TENNESSEE

Charter of Incorporation

BE IT KNOWN, that P. T. Throop, Littell J. Rust, E. B. Stahlman, B. L. Howe, Lee J. Loventhal, W. O. Tirrill, Joseph Lindauer, Howard Andrews, James B. Hill, C. H. Brandon, V. J. Alexander, John M. Cate, J. T. Howell, William Hume, John H. DeWitt, John Howe Peyton, J. O. Cheek, W. V. Davidson, Gardner Beckett and H. A. Vantrease are hereby constituted a body politic and corporate, by the name and style of

"NASHVILLE BOYS' CLUB,"

for the encouragement, support and maintenance of a "Boy's Club," for the uplift and improvement of the mental, social, moral, physical and economic condition of "underprivileged boys;" and with the power and authority to acquire any real or personal property and take, receive and hold any and all gifts, bequests or devises of property for the purposes of said corporation, subject to such limitations and conditions as the donor or testator may attach thereto.

The general powers of said corporation shall be to sue and be sued by the corporate name; to have and use a common seal, which it may alter at pleasure; if no common seal, then the signature of the name of the corporation, by any duly authorized officer, shall be legal and binding; to purchase and hold, or receive by gift, bequest, or devise, in addition to the personal property owned by the corporation, real estate necessary for the transaction of the corporate business, and also to purchase or accept any real estate in payment, or in part payment, of any debt due to the corporation, and sell the same; to establish by-laws, and make all rules and regulations not inconsistent with the laws and constitution, deemed expedient for the management of corporate affairs; and to appoint such subordinate officers and agents in addition to a president and secretary or treasurer, as the business of the corporation may require; to designate the name of the office and fix the compensation of the officer.

The said five or more corporators shall, within a convenient time after the registration of this charter in the office of the Secretary of State, elect from their number a president, secretary and treasurer, or the last two officers may be combined into one, said officers and the other corporators to constitute the first board of directors.

In all elections each member to be entitled to one vote, either in person or by proxy, and the result to be determined by a majority of the votes cast. Due notice of any election must be given by advertisement in a newspaper, personal notice to the members, or a day stated on the minutes of the board six months preceding the election.

The Board of Directors shall keep a record of all their proceedings, which shall be at all times subject to the inspection of any member. The corporation may establish branches in any other county in the state.

The Board of Directors may have the power to increase the number of directors to any number not exceeding thirty-six, if they deem the interest of the corporation requires such increase, and the first or any subsequent board of directors may

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have the power to elect other members, who, on acceptance of membership, shall become corporators equally with the original corporators.

The Board of Directors shall have the right to determine what amount of money paid into the treasury shall be a pre-requisite for membership, or, if necessary, what amount shall be thus annually paid; and a failure thus to pay shall, in the discretion of the directors, justify the expulsion of said defaulting member.

The term of all officers may be fixed by the by-laws, the said term not, however, to exceed three years. All officers hold over until their successors are duly elected and qualified.

The general welfare of society, not individual profit, is the object for which this charter is granted, and hence the members are not stockholders in the legal sense of the term, and no dividends or profits shall be divided among the members.

The members may at any time voluntarily dissolve the corporation by a conveyance of its assets and property to any other corporation holding a charter from the state for purposes not of individual profit, first providing for corporate debts. A violation of any of the provisions of the charter shall subject the corporation to dissolution, at the instance of the state.

This charter is subject to modification and amendment; and in case said modification or amendment is not accepted, corporate business is to cease, and the assets and property, after payment of debts, are to be conveyed, as aforesaid, to some other corporation holding a charter for purposes not connected with individual profit. Acquiescence in any modification thus declared, shall be determined in a meeting of the members especially called for that purpose and only those voting in favor of the modification shall thereafter compose the corporation.

The means, assets, income or other property of the corporation shall not be employed, directly or indirectly, for any purpose whatever than to accomplish the legitimate objects of its creation, and by no implication or construction shall it possess the power to issue notes or currency, deal in currency, notes or coin, buy and sell products, or engage in any kind of trading operation, nor hold any more real estate than is necessary for its legitimate purposes.

Expulsion shall be the only remedy for the non-payment of dues by the members, and there shall be no individual liability against the members for corporate debts, but the entire corporate property shall be liable for the claims of creditors.

We, the undersigned, apply to the State of Tennessee, by virtue of the laws of the land, for a charter of incorporation for the purposes and with the powers, etc., declared in the foregoing instrument.

Witness our hands this 20th day of March, 1917.

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Secretary of State
Corporations Section
nes K. Polk Building, Suite 1800
Nashville, Tennessee 37219

DATE: 01/25/89
REQUEST NUMBER: 1121-0143
TELEPHONE CONTACT: (615) 741-0537
FILE DATE/TIME: 01/19/89 1242
EFFECTIVE DATE/TIME: 01/19/89 1242
CONTROL NUMBER: 0080129

'S CLUBS OF NASHVILLE & MIDDLE TENN.
O. BOX 110268

SHVILLE, TN 37211

3216 02/01 0101 03CHECK 5.00

BOOK 7762 PAGE 986

OYS AND GIRLS CLUBS OF MIDDLE TENNESSEE
HARTER AMENDMENT

IS WILL ACKNOWLEDGE THE FILING OF THE ENCLOSED DOCUMENT ON THE DATE
OWN ABOVE TO BE EFFECTIVE AS INDICATED.

EASE BE ADVISED THAT THIS DOCUMENT MUST ALSO BE FILED IN THE OFFICE OF
REGISTER OF DEEDS IN THE COUNTY WHEREIN A CORPORATION HAS ITS
INCIPAL OFFICE IF SUCH PRINCIPAL OFFICE IS IN TENNESSEE.

EN CORRESPONDING WITH THIS OFFICE OR SUBMITTING DOCUMENTS FOR FILING,
EASE REFER TO THE CORPORATION CONTROL NUMBER GIVEN ABOVE.

FEB 1 9 1989
FELIX Z. WILSON III REGISTER
DAVIDSON COUNTY, TN

IDENTIFI REFERENCE

05635

R: CHARTER AMENDMENT

RECEIVED: $10.00

ON DATE: 01/24/89

RECEIPT NUMBER: 00000379181
ACCOUNT NUMBER: 00037531

OM:
YS CLUBS OF NASHVILLE & MIDDLE TENN.
O. BOX 110268

SHVILLE, TN 37211

Gentry Crowell
GENTRY CROWELL
SECRETARY OF STATE

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Form No. 6
Section 48-303

BOOK 7762 PAGE 987

ARTICLES OF AMENDMENT TO THE CHARTER

OF

BOYS CLUBS OF NASHVILLE AND MIDDLE TENNESSEE

Pursuant to the provisions of Section 48-303 of the Tennessee General Corporation Act, the undersigned corporation adopts the following articles of amendment to its charter:

1. The name of the corporation is:

BOYS CLUBS OF NASHVILLE AND MIDDLE TENNESSEE

2. The amendment adopted is (Insert Amendment):

NAME CHANGE: BOYS AND GIRLS CLUBS OF MIDDLE TENNESSEE

3. The amendment was duly adopted (at a meeting) ~~(by the unanimous written consent)~~ ~~of the (shareholders)~~ (members) on January 5, 19 89. (Strike inapplicable words)

4. If a corporation for profit, the manner, if not set forth in such amendment, in which any exchange, reclassification or

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Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

August 30, 2024

Mr. ERIC HIGGS
1704 CHARLOTTE AVENUE, SUITE 200
NASHVILLE, TN 37203-2979

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: BOYS & GIRLS CLUB OF MIDDLE TENNESSEE
CO Number: CO1181
Renewal Date: 06/30/2025

Dear Mr. ERIC HIGGS :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE

FINANCIAL STATEMENTS
AND
SUPPLEMENTARY INFORMATION

Year Ended December 31, 2023

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE

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BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
ROSTER OF BOARD OF DIRECTORS
Year Ended December 31, 2023

Michael Balcer	Director
Brian Bialek	Director
Allen Bolden	Director
Eric Bymaster	Director
Annie Brinn	Director
Scott Cloud	Director
BJ Crowder	Director
Drew Emerson	Director
Farzin Ferdowski	Past Chair
Cort Fontenot	Director
Chase Foy	Director
Anne Keeble Frazer	Director
John M. Gallagher	Director
Jerry Geraghty	Treasurer
Andrea Hart	Immediate Past Chair
Phil Henry	Director
Don Holmes	Board Chair
Craig Keeys	Director
Marion Ligon	Director
Edward Magee	Director
Whit McCrary, IV	Director
I'Ashea Myles	Director
Rebecca Ozols	Director
Katie Payne	Director
Lee Schaefer	Secretary
Julie Sebree	Director
Jensen Sessums	Resource Development Chair
Tonya Sisco	Operations Co-Chair
RJ Stillwell	Past Chair
Mark Traylor	Operations Co-Chair
Jack Wallace	Director
Cameron Wells	Director
Hunter West	Past Chair
Lani Williams	Director
Ward Wilson	Past Chair

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Boys & Girls Clubs of Middle Tennessee

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Boys & Girls Clubs of Middle Tennessee (the Organization), a nonprofit organization, which comprise the statement of financial position as of December 31, 2023, and the related statements of activities, functional expenses and cash flows for the year then ended and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Boys & Girls Clubs of Middle Tennessee as of December 31, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Boys & Girls Clubs of Middle Tennessee and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

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Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards and state financial assistance, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and state financial assistance is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Information

Management is responsible for the other information included with the financial statements. The other information comprises the roster of board of directors but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 5, 2024 on our consideration of Boys & Girls Clubs of Middle Tennessee's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

UHY LLP

Nashville, Tennessee
June 5, 2024

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BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
STATEMENT OF FINANCIAL POSITION
December 31, 2023

ASSETS	
CURRENT ASSETS	
Cash and cash equivalents	$ 758,926
Restricted cash	42,680
Grants, contracts and other receivables	521,502
Restricted pledges receivable	10,000
Prepaid expenses and deposits	43,300
Investments	3,183,783
Total current assets	4,560,191
Property and equipment, net	1,819,460
Membership rights, net	17,408
Restricted pledges receivable, net	17,412
Restricted grants receivable	191,852
Beneficial interest in agency endowment fund held by the Community Foundation of Middle Tennessee	44,103
	2,090,235
TOTAL ASSETS	$ 6,650,426
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Accounts payable	$ 194,490
Accrued expenses	311,111
Notes payable - current portion	12,680
Total current liabilities	518,281
Notes payable - long-term portion	60,315
Total liabilities	578,596
NET ASSETS	
Without donor restrictions	5,242,680
With donor restrictions	829,150
Total net assets	6,071,830
TOTAL LIABILITIES AND NET ASSETS	$ 6,650,426

See accompanying notes to the financial statements.

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BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
STATEMENT OF ACTIVITIES
Year Ended December 31, 2023

	Without Donor Restrictions	With Donor Restrictions	Total
PUBLIC SUPPORT AND REVENUE:			
Gross special events revenue	$ 1,063,295	$ -	$ 1,063,295
Less direct cost of special events	(548,170)	-	(548,170)
Net special events revenue	515,125	-	515,125
Individual gifts and contributions	1,536,421	394,156	1,930,577
Federal awards and financial assistance	1,346,296	-	1,346,296
Other grants	380,007	23,704	403,711
United Way grants, allocations, and designations	8,171	360,000	368,171
Program service fees	319,898	-	319,898
Contributed nonfinancial assets	149,358	-	149,358
Net assets released from restrictions	1,075,676	(1,075,676)	-
Total public support	4,815,827	(297,816)	4,518,011
Net investment gain	842,153	-	842,153
Miscellaneous revenue	69,715	-	69,715
Total public support and revenue	$ 6,242,820	$ (297,816)	$ 5,945,004
EXPENSES			
Program services			
Comprehensive youth development	5,625,187	-	5,625,187
Supporting services			
Management and general	559,700	-	559,700
Fundraising	240,478	-	240,478
Total supporting services	800,178	-	800,178
Total expenses	6,425,365	-	6,425,365
CHANGE IN NET ASSETS	(182,545)	(297,816)	(480,361)
NET ASSETS, Beginning of year	5,425,225	1,126,966	6,552,191
NET ASSETS, End of year	$ 5,242,680	$ 829,150	$ 6,071,830

See accompanying notes to the financial statements.

BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
STATEMENT OF FUNCTIONAL EXPENSES
Year Ended December 31, 2023

	Program Services	Supporting Services			
	Comprehensive Youth Development	Management and General	Fundraising	Total Supporting Services	Total
Salaries	$ 3,226,574	$ 290,646	$ 163,983	$ 454,629	$ 3,681,203
Employee taxes & benefits	493,872	50,379	35,787	86,166	580,037
Total payroll & related expenses	3,720,446	341,025	199,769	540,794	4,261,240
Advertising	77,129	-	32,056	32,056	109,185
Awards and grants	24,633	-	-	-	24,633
Bank charges	-	13,248	-	13,248	13,248
Communications	37,411	1,595	785	2,380	39,791
Depreciation & amortization	105,252	-	-	-	105,252
Equipment rental and maintenance	30,034	438	-	438	30,472
Contributed rent	56,800	-	-	-	56,800
Contributed goods - special events	-	-	92,558	92,558	92,558
Interest expense	-	8,545	-	8,545	8,545
Membership dues	22,424	1,950		1,950	24,374
Miscellaneous	69,087	6,587	1,640	8,227	77,315
Postage and shipping	731	129	-	129	860
Professional fees	503,952	107,899	-	107,899	611,851
Program activities	77,209	-	-	-	77,209
Special events	-	-	455,612	455,612	455,612
Supplies	308,762	48,785	2,226	51,011	359,773
Technology equipment purchases	25,320	-	-	-	25,320
Trainings and conferences	52,955	4,877	3,133	8,010	60,965
Travel and mileage	9,638	1,833	868	2,701	12,339
Transportation	174,930	-	-	-	174,930
Utilities and occupancy costs	328,474	22,789	-	22,789	351,263
Total expenses by function	5,625,187	559,700	788,648	1,348,348	6,973,535
Less expenses included with revenues on the statement of activities:					
Direct cost of special events	-	-	(548,170)	(548,170)	(548,170)
Total expenses included in the expense section on the statement of activities	$ 5,625,187	$ 559,700	$ 240,478	$ 800,178	$ 6,425,365

See accompanying notes to the financial statements.

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BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
STATEMENT OF CASH FLOWS
Year Ended December 31, 2023

CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$	(480,361)
Adjustments to reconcile changes in net assets to net cash used in operating activities:		
Depreciation and amortization		105,252
Realized loss on investments		89,963
Unrealized gain on investments		(881,186)
Change in value of beneficial interest in agency endowment fund		(4,679)
Changes in:		
Grants, contracts, and other receivables		(84,454)
Prepaid expenses and deposits		(5,091)
Construction in progress		(880,611)
Membership rights		(26,000)
Restricted pledges receivable, net		8,692
Accounts payable		(58,857)
Accrued expenses		(21,985)
Contract liabilities		(103,000)
Net cash used in operating activities		(2,342,317)
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from sale of investments		3,383,618
Purchases of investments		(1,551,906)
Purchases of property and equipment		(15,790)
Net cash provided by investing activities		1,815,922
CASH FLOWS FROM FINANCING ACTIVITIES		
Payments on long-term debt		(20,858)
Net cash provided by financing activities		(20,858)
NET CHANGE IN CASH, CASH EQUIVALENTS, AND RESTRICTED CASH		(547,253)
CASH, CASH EQUIVALENTS, AND RESTRICTED CASH, Beginning of year		1,348,859
CASH, CASH EQUIVALENTS, AND RESTRICTED CASH, End of year	$	801,606
Supplemental Cash Flow Information:		
Financed portion of vehicle acquired	$	75,000
Interest paid	$	8,545
Cash balance consists of:		
Cash and cash equivalents		758,926
Restricted cash		42,680
	$	801,606

See accompanying notes to the financial statements.

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NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

History and Nature of Activity

Boys & Girls Clubs of Middle Tennessee (the Organization) is a nonprofit organization affiliated with the Boys & Girls Clubs of America. Founded in 1903, the Boys & Girls Clubs of Middle Tennessee consists of nine club facilities throughout the region. The goal of the Organization is to enable all young people, especially those who need it most, to reach their full potential as productive, caring, and responsible citizens. It strives to improve each child 's life by instilling in them a sense of competence, usefulness, belonging, and power/influence. It focuses on three priority outcomes: academic success, healthy lifestyles, good character, and citizenship.

Basis of Presentation

The financial statements of the Organization have been prepared on the accrual basis and in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the board of directors. Restrictions fulfilled in the same accounting period in which the contributions are received are reported in the Statement of Activities as net assets without donor restrictions.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities.

Cash and Cash Equivalents

The Organization maintains cash at financial institutions with strong credit ratings. Cash is insured by the Federal Deposit Insurance Corporations (FDIC) up to $250,000 per bank. At times, the Organization may have balances in excess of FDIC coverage. Management has deemed this a normal business risk.

All unrestricted cash and investment instruments purchased with an original maturity date of ninety days or less from the date of issuance are considered a cash equivalent.

Grants, Contracts and Other Receivables

Grants and contract receivables consist of amounts due related to services provided under nonexchange grant and contract agreements and are presented net of an estimation of credit losses.

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NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Grants, Contracts and Other Receivables (Continued)

Management's estimate of credit losses is based on historical collection experience and a review of the current status of the account. It is reasonably possible that management's estimate of credit losses for uncollectible accounts could change. There was no estimation for credit losses December 31, 2023.

Fair Value Measurements

The fair value of financial instruments including cash and cash equivalents, restricted cash, grants, contracts and other receivables, prepaid expenses and deposits, accounts payable, accrued expenses, and contract liabilities approximate carrying value due to the short-term nature of these accounts.

Fair value is defined as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. The Organization determines the fair values of its financial instruments based on the fair value hierarchy established which requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. There are three levels of inputs that may be used to measure fair value:

Level 1: Financial instruments are valued based on quoted prices in active markets for identical assets or liabilities.

Level 2: Financial instruments are valued using quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data of substantially the full term of the assets or liabilities.

Level 3: Financial instruments are valued using pricing models, discounted cash flow methodologies or similar techniques and at least one significant model assumption or input is unobservable and when determination of the fair value requires significant management judgment or estimation.

There were no triggering events that required fair value measurements of the Organization's non-financial assets and liabilities at December 31, 2023.

Property and Equipment

Property and equipment are recorded at cost, or, if donated, at the estimated fair market value at the date of donation. Expenditures over $5,000 for property and equipment, and any expenditure over $500 for leasehold improvements are reviewed for capitalization. Depreciation is provided utilizing the straight-line method over the estimated useful lives of the respective assets, which range from 5 to 40 years. Expenditures for repairs and maintenance are charged to expense as incurred.

Long-lived assets to be held and used are reviewed for impairment whenever events or changes in circumstances indicate the related carrying amount may not be recoverable. At December 31, 2023, no assets were considered to be impaired.

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NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Leases

The Organization determines if an arrangement is a lease at inception by determining whether the agreement conveys the right to control the use of the identified asset for a period of time, whether the Organization has the right to obtain substantially all of the economic benefits from use of the identified asset, and the right to direct the use of the asset. Lease liabilities are recognized at the commencement date based upon the present value of the remaining future minimum lease payments over the lease term using the rate implicit in the lease or the Organization's incremental borrowing rate. The incremental borrowing rate is defined as the rate of interest the Organization would have to pay to borrow on a collateralized basis over a similar term in an amount equal to the lease payments in a similar economic environment or the risk-free rate. The risk-free rate is defined as the daily treasury par yield curve rate for a period of time that approximates the lease term. The Organization 's lease terms include options to renew or terminate the lease when it is reasonably certain that it will exercise the option.

Public Support

The Organization recognizes contributions as revenue when they are received or unconditionally pledged and records these as revenues with donor restrictions or without donor restrictions according to donor stipulations that limit the use of these assets due to either a time or purpose restriction. Contributions received with donor restrictions that are met in the year of receipt are recorded as revenues without donor restrictions. When a restriction expires or is met in a subsequent year, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities. Conditional contributions or promises to give are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met. Contributions to be received in future periods are discounted at an appropriate discount rate. Amortization of discounts on multi-year pledges is recorded as additional contribution revenue as either with or without donor restrictions based on any donor-imposed restrictions, if any, on the related contributions.

Contributed Nonfinancial Assets

Donated services are recognized if they create or enhance non-financial assets, or the donated service requires specialized skills, was performed by a donor who possesses such skills, and would have been purchased by the Organization if not donated. Such services are recognized at fair value as support and expense in the period the services are performed.

Revenue Recognition for Contracts with Customers

The Organization's revenue streams under contracts with customers are comprised of special events, grants and contracts, and program service fees.

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NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue Recognition for Contracts with Customers (Continued)

For each revenue stream identified above, revenue recognition is subject to the completion of performance obligations. For each contract with a customer, the Organization determines whether the performance obligations in the contracts are distinct or should be bundled. Factors to be considered include the pattern of transfer, whether participants (customers) can benefit from the resources, and whether the resources are readily available. The Organization's revenue is recognized when a given performance obligation is satisfied, either over a period of time or at a given point in time. The Organization recognizes revenue over a period of time if the customer receives and consumes the benefit that the Organization provided, or if the Organization's performance does not create an asset with an alternative use and has an enforceable right to payment for the performance.

The revenue is recognized at a given point in time when the control of the goods or service is transferred to the customer and when the customer can direct its use and obtain substantial benefit from the goods or service. The transaction price is calculated as the amount of consideration to which the Organization expects to be entitled.

The following explains the performance obligations related to each revenue stream and how they are recognized.

Special Events – The Organization holds events that contain both contribution revenue and exchange revenue. The revenue is recognized upon receipt if there are no conditions or recognized as conditions are satisfied, typically when the event takes place.

Grants and Contracts - The Organization receives grants and contracts from various sources to fund programs in accordance with the Organization's mission. The Organization's grants and contracts revenue stream contains both contribution revenue and exchange revenue. The contribution grants and contracts revenue are either recognized upon receipt if there are no conditions or recognized as conditions are satisfied, typically as costs are incurred. The exchange grants and contracts are reviewed for performance obligations and as the performance obligations were met, revenue was recognized.

Program Service Fees – The Organization receives program service fees for services provided at the Organization's locations. Revenue is recognized at the time the service is provided.

Income Taxes

The Organization is a tax-exempt organization under Section 501(c) (3) of the Internal Revenue Code and is classified as an organization that is not a private foundation as defined in Section 509(a) of the Internal Revenue Code. Therefore, no provision for federal income taxes is included in the accompanying financial statements. Management does not believe there are any uncertain tax positions. Further, it does not believe that the Organization has any unrelated business income, which would be subject to federal taxes.

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NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

The preparation of financial statements in accordance with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

Functional Allocation of Expenses

The costs of providing program services and supporting services have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Expenses and support services that can be identified specifically with the Comprehensive Youth Development program are allocated directly to their natural expenditure classification. Other expenses that are common to several programs or supporting functions are allocated based on various relationships. Multiple expenses have been allocated on the basis of estimates of time and effort.

Advertising

Advertising is expensed as incurred. Total advertising expense for the year ended December 31, 2023, was $109,185.

Recently Adopted Accounting Standards

In June 2016, the Financial Accounting Standards Board issued accounting standards update (ASU) ASU 2016-13 Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments (ASC 326) which significantly changed how entities will measure credit losses for most financial assets and certain other instruments that are not measured at fair value through net income. The most significant change in this standard is a shift from the incurred loss model to the expected loss model. Under the standard, disclosures are required to provide users of the financial statements with useful information in analyzing an entity's exposure to credit risk and the measurement of credit losses. Financial assets held by the Organization that are subject to the guidance in FASB ASC 326 were accounts receivable.

The Organization adopted the standard effective January 1, 2023. The impact of the adoption was not considered material to the financial statements and primarily resulted in new and enhanced disclosures only.

Subsequent Events

The Organization has performed a review of events subsequent to the statement of financial position date through June 5, 2024, the date financial statements were available to be issued.

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NOTE 2 — AVAILABILITY AND LIQUIDITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the balance sheet date comprise the following:

Cash and cash equivalents	$ 758,926
Grants, contracts and other receivables	521,502
Investments	2,656,000
	$ 3,936,428

The Organization has certain donor-restricted assets limited to use which are only available for restricted programs. Accordingly, these assets have been excluded in the qualitative information above.

The Organization regularly monitors liquidity to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds.

NOTE 3 — MEMBERSHIP RIGHTS

In 2017, a membership purchase agreement with the Golf Club of Tennessee (Golf Club) was renewed for $260,000 for an additional 10 years. In the agreement, the Golf Club allowed for 10 $26,000 annual payments to cover the cost. The amortization expense for the year ended December 31, 2023, was $25,925.

NOTE 4 — RESTRICTED PLEDGES RECEIVABLE

Pledges receivable consisted of the following at:

	December 31, 2023
Due in less than one year (current)	$ 10,000
Due in one or more years (non-current)	20,000
	30,000
Less: discounts to net present value	(2,588)
Restricted pledges receivable, net	$ 27,412

Gross restricted pledges receivable of $30,000 for golf membership renewal rights in 2023, have been discounted for the time value of money using a discount rate of 4.65%. The rate was determined using the interest method after an allowance had been established.

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NOTE 5 — INVESTMENTS

Investments consisted of the following at:

	December 31, 2023	
	Fair Value	Cost
Equities	$ 2,323,187	$ 1,574,718
Fixed Income	778,045	828,880
Real Estate Funds	82,551	79,149
	3,183,783	$ 2,482,746
Less: restricted investments	(527,783)	
	$ 2,656,000	

The net investment gain included the following for the year ended:

	December 31, 2023
Interest and dividend income	$ 87,473
Realized loss – net	(89,963)
Unrealized gain – net	881,186
Investment fees	(36,543)
	$ 842,153

The following is a description of the valuation methodologies used for assets measured at fair value:

Equities and fixed income - Equities and fixed income securities are valued at closing price reported on the active market on which the individual securities are traded.

Real estate funds – The Organization holds real estate funds that invest primarily in real estate securities, including those of companies that own significant real estate assets, such as real estate investment trusts (REITs). The fair value of the investment has been estimated using the net asset value per share of the investments (NAV), which represents the amounts at which the Organization may acquire or redeem its fund interests.

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NOTE 5 — INVESTMENTS (Continued)

The following table summarizes the financial assets measured at fair value on a recurring basis segregated by level of valuation inputs within the fair value hierarchy utilized to measure fair value as of December 31, 2023:

	Fair Value	Level 1	Level 2	Level 3
Equities	$ 2,323,187	$ 2,323,187	$ -	$ -
Fixed Income	778,045	778,045	-	-
Total investments at fair value	$ 3,101,232	$ 3,101,232	$ -	$ -
Investments reported at NAV:				
Real Estate Funds	82,551			
	3,183,783			
Beneficial interest in agency endowment fund (Note 9)	44,103			
	$ 3,227,866			

There were no transfers between Level 1, Level 2, and Level 3 investments during the year ended December 31, 2023.

NOTE 6 — PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

Cost	
Land	$ 18,000
Buildings and improvements	2,025,849
Vehicles	778,661
Furniture, equipment, and software	96,360
Construction in progress	922,553
	3,841,423
Accumulated Depreciation and Amortization	(2,021,963)
	$ 1,819,460

Depreciation expense for the year ended December 31, 2023, was $79,327.

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NOTE 7 — NOTE PAYABLE

In November 2023, the Organization secured a note to purchase a vehicle for $75,000. The balance remaining at December 31, 2023, was $72,995. The vehicle is secured by a loan which bears interest annually at 8.99%. Until maturity, the loan requires a minimum monthly payment of $1,561.23, which will be applied to the monthly interest calculation with any excess applied to principal. The note matures in November 2028, with any unpaid principal due at that time.

Future maturities of the note payable are as follows:

Year Ending December 31,	
2024	$ 12,680
2025	13,869
2026	15,170
2027	16,593
2028	14,683
Current portion	(12,680)
Long-term portion	$ 60,315

NOTE 8 — NET ASSETS WITH DONOR RESTRICTIONS

Net assets with restrictions consisted of the following at:

	December 31, 2023
Purpose Restrictions:	
Scholarships	$ 42,680
Building renovations	527,783
Time Restrictions:	
United Way of Greater Nashville	180,000
City of Franklin Grant	11,852
Restricted pledges	27,412
Held in Perpetuity:	
Beneficial interest in agency endowment fund	39,423
	$ 829,150

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NOTE 9 — BENEFICIAL INTEREST IN AGENCY ENDOWMENT FUND

In the year ended December 31, 2023, the Community Foundation of Middle Tennessee, (the Foundation) a non-profit organization, is in control of an endowment fund for the Organization. The Foundation has ultimate authority and control over all property of the fund and the income derived therefrom. The endowment is considered a reciprocal transfer and is therefore recorded as an asset on the statement of financial position.

The Board of Directors has interpreted the Uniform Prudent Management of Institutional Funds Act of 2006 (UPMIFA) as requiring the preservation of the fair value of the original gifts as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary.

Since the Foundation has control over the fund and the earnings, the Organization has not established an investment policy for the fund, nor has it established policies for expenditures from the fund. It is not aware of any deficiencies in the fair value of assets in the fund as compared to the required amounts by the donors. The Organization recognizes contribution income when the Foundation makes a distribution. The Organization recognizes investment earnings and fees in the statement of activities, as they are reported to it by the Foundation.

Activity in the beneficial interest in agency endowment fund is as follows:

	Year Ended December 31, 2023
Balance – beginning of period	$ 39,423
Change in value of beneficial interest in agency endowment fund:	
Investment income	877
Changes in value	4,050
Administrative expenses	(247)
Total change in value of beneficial interest in agency endowment fund	4,680
	$ 44,103

NOTE 10 — LEASES

The Organization leases office space and various office equipment under lease agreements classified as operating leases. Total lease expenses for the year ended December 31, 2023, were $93,756. The Organization's leases have remaining lease terms of less than one year and do not contain provisions to renew the leases for additional terms. These leases are classified as short-term operating leases and are not included as lease liabilities.

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NOTE 11 — CONCENTRATIONS OF CREDIT RISK

Financial instruments that potentially subject the Organization to concentrations of credit risk consist of cash and cash equivalents, and various grant, contract and contributions receivables. Grant, contract and contributions receivable represent concentrations of credit risk to the extent they are receivable from concentrated sources. Five grantors represent 92% of total receivables of the Organization at December 31, 2023. One vendor represents 80% of total accounts payable at December 31, 2023.

Investments are subject to market risk, the risk inherent in a fluctuating market. The broker/dealer that is the custodian of the Organization's securities is covered by the Securities Investor Protection Corporation ("SIPC"), which provides protection to investors in certain circumstances such as fraud or failure of the institution. Coverage is limited to $500,000, including up to $250,000 in cash. The SIPC does not insure against market risk.

NOTE 12 — EMPLOYEE BENEFIT PLAN

Substantially all of the Organization's employees are covered by a defined contribution money purchase plan known as the Boys & Girls Clubs of America Master Pension Plan and Trust (the "Plan"). The Organization funds its share of pension expense for the year in quarterly contributions to the Plan. The Plan provides for elective employer contributions. The Organization contributes five percent of eligible employees' annual compensation to the Plan. Employees become eligible to participate on the plan anniversary date if they are at least 21 years of age and have worked at least 1,000 hours in the immediately preceding twelve months. Employee benefits are fully vested after six years of service as a plan participant.

During 2023, a total of $114,003, was contributed to the plan, of which $93,634 was accrued at December 31, 2023.

NOTE 13 — RELATED PARTIES

The Organization is a locally governed affiliate that is required to pay membership dues to the national organization. In return, the Organization receives support from the national organization which helps fund programs. During the year ended December 31, 2023, the Organization remitted a total of $15,717, in membership dues and received $148,099, in funding, included in contributions on the statement of activities. The Organization also paid $25,000 for technology support to the national organization, included in expenses on the statement of activities.

The Organization is also part of the Tennessee Alliance which is a collective of all Boys & Girls Clubs of Tennessee which raises money to distribute to the Tennessee clubs. During the year ended December 31, 2023, the Organization remitted $10,177, in membership dues and received funding of $327,302, included in contributions on the statement of activities.

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NOTE 14 – CONTRIBUTED NONFINANCIAL ASSETS

The Organization periodically receives donations of services, when donated services (a) create or enhance non-financial assets, or (b) require specialized skills, are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation. The value of the donation is recorded as contribution revenue in the period received.

The following donations are reflected as contributions of nonfinancial assets with no associated donor restriction in the accompanying statement of activities:

	Valuation Techniques and Inputs	Year Ended December 31, 2023
Office rent	The Organization estimated the fair value on the basis of current rates for occupancy	$ 56,800
Other goods	Contributed goods at estimated fair value based on current rates for similar items	92,558
		$ 149,358

Contributions of nonfinancial assets and their use in programs and other activities are as follows for the year ended:

	December 31, 2023			
	Program Services	General & Administrative	Fundraising	Total
Office rent	$ 56,800	$ -	$ -	$ 56,800
Other goods	92,558	-	-	92,558
	$ 149,358	$ -	$ -	$ 149,358

NOTE 15 — COVID-19 RELIEF FUNDING

Paycheck Protection Program (PPP)

The Organization was granted loans in the amounts of $379,322 and $440,312 in fiscal year 2021, under the PPP, administered by the Small Business Administration (SBA) under the CARES Act. The Organization received loan forgiveness of $379,322 and $440,312 during the years ended December 31, 2021 and 2022, respectively.

According to the rules of the SBA, the Organization is required to retain PPP loan documentation for six years and permit authorized representatives of the SBA to access such files upon request. Should the SBA conduct such a review and reject all or some of the Organization's judgments pertaining to satisfying PPP loan eligibility or forgiveness conditions, the Organization may be required to adjust previously reported amounts and disclosures in the financial statements.

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NOTE 15 — COVID-19 RELIEF FUNDING (Continued)

Employee Retention Credit (ERC)

The ERC, a credit against certain payroll taxes allowed to an eligible employer for qualifying wages, was established by the CARES Act and further amended by the Consolidated Appropriations Act (CAA) and the American Rescue Plan (ARP). The ERC is considered a conditional grant, as the Organization only qualifies for the transfer of assets if it has overcome the barrier of eligibility. For the year ended December 31, 2022, the Organization determined they met the barriers of the ERC and recorded miscellaneous revenue of $164,213. As of December 31, 2022, this balance was included in grants, contracts and other receivables on the statement of financial position and was subsequently collected in June 2023.

Laws and regulations concerning government programs, including the ERC established by the CARES Act, are complex and subject to varying interpretations. Claims made under the CARES Act may also be subject to retroactive audit and review. There can be no assurance that regulatory authorities will not challenge the Organization's claim to the ERC, and it is not possible to determine the impact, if any, this would have upon the Organization.

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN *ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Boys & Girls Clubs of Middle Tennessee

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States , the financial statements of Boys & Girls Clubs of Middle Tennessee (the Organization), a nonprofit organization, which comprise the statement of financial position as of December 31, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 5, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

UHY LLP

Nashville, Tennessee
June 5, 2024

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors of
Boys & Girls Clubs of Middle Tennessee

Report on Compliance for Major Federal Program

Opinion on Major Federal Program

We have audited Boys & Girls Clubs of Middle Tennessee (the Organization)'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on the Organization's major federal program for the year ended December 31, 2023. The Organization's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Boys and Girls Clubs of Middle Tennessee complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2023.

Basis for Opinion on Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the Organization's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Organization's federal program.

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Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of its major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

UHY LLP

Nashville, Tennessee
June 5, 2024

BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
Year Ended December 31, 2023

Grantor, Program Title (Cluster, Pass-Through Grantor)	Pass-Through Identifying Number	Assistance Listing Number	Passed Through to Subrecipients	TOTAL EXPENDITURES
FEDERAL AWARDS				
U.S. DOE THROUGH TENNESSEE DEPARTMENT OF EDUCATION				
21st Century Learning Centers	S287C190043	84.287	$ -	$ 1,011,798
Total - U.S. DOE THROUGH TENNESSEE DEPARTMENT OF EDUCATION		84.287	-	1,011,798
U.S. DOA THROUGH TENNESSEE DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Child and Adult Care Food Program	78237740	10.558	$ -	$ 45,096
Total - U.S. DOA THROUGH TENNESSEE DEPARTMENT OF HEALTH AND HUMAN SERVICES		10.558	-	45,096
U.S. DOJ THROUGH OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION				
U.S. DHHS THROUGH TENNESSEE DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Mentoring at Boys and Girls Clubs	Multiple awards passed through Boys & Girls Clubs of America	16.726	$ -	$ 148,099
Total - U.S. DOJ THROUGH OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION		16.726	-	148,099
TOTAL FEDERAL AWARDS				**$ 1,204,994**
STATE FINANCIAL ASSISTANCE				
TENNESSEE ALLIANCE				
Lottery Education After-School Program	N/A	N/A	$ -	$ 141,302
Total - TENNESSEE ALLIANCE		N/A	-	141,302
TOTAL STATE FINANCIAL ASSISTANCE				**$ 141,302**
TOTAL FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE				**$ 1,346,296**

See accompanying notes to Schedule of Expenditures of Federal Awards.

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BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
December 31, 2023

BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards and State Financial Assistance (the Schedule) includes the federal and state grant activity of Boys & Girls Club of Middle Tennessee for the year ended December 31, 2023. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented In, or used in the preparation of, the basic financial statements. These grants are 100% pass-through to Boys & Girls Club of Middle Tennessee. The Organization is assuming all audit responsibility.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, either the cost principles contained in OMB Circular A-122, *Cost Principles for Non-profit Organizations,* or the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Direct expenses are recorded based upon actual expenses incurred that are allowable per the program requirements. Indirect expenses are allocated based upon recorded direct expenses. The Organization allocates indirect costs using the Restricted Indirect Cost Rate (RICR) for each contract, which is calculated using the following, (General Management Costs + Fixed Costs) / Other Expenditures. The RICR applied during the year ended December 31, 2023, ranged from 4% to 7%.

NONCASH ASSISTANCE

No federal awards were expended in the form of noncash assistance.

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BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
SCHEDULE OF CURRENT YEAR FINDINGS AND QUESTIONED COSTS
December 31, 2023

SECTION 1 SUMMARY OF AUDITOR'S RESULTS

Financial Statements

1. Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:	Unmodified
2. Internal control over financial reporting:	
a) Material weaknesses identified?	No
b) Significant deficiencies identified that are not considered to be material weakness?	None Reported
3. Noncompliance material to financial statements noted?	No

Federal Awards

1. Internal control over major programs:	
a) Material weaknesses identified?	No
b) Significant deficiencies identified that are not considered to be material weakness?	None Reported
2. Type of auditors' report issued on compliance for major programs:	Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	No

4. Identification of major Federal programs:

Federal Assistance Listing Number	Name of Federal Program or Cluster
84.287	21st Century Learning Centers

5. Dollar threshold used to distinguish between Type A and Type B programs	$750,000
6. Auditee qualified as low-risk auditee?	Yes

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BOYS & GIRLS CLUBS OF MIDDLE TENNESSEE
SCHEDULE OF CURRENT YEAR FINDINGS AND QUESTIONED COSTS
December 31, 2023

SECTION 2

Financial Statement Findings

None noted.

SECTION 3

Federal Award Findings and Questioned Costs

None noted.

Summary Schedule of Prior Year Findings

None noted.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
GIRLS WRITE NASHVILLE

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Girls Write Nashville,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. SCOPE OF PROGRAM:

A.1. Schedule and Content

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Girls Write Nashville** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Girls Write NashvilleYIA

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guidance for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. JS **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. JS **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. JS **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) JS **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) JLS **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) JLS **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) JLS **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) JLS **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) JLS **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) JLS **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) JLS **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) JLS **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

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- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) NS **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) JCS **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) JCS **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) JLS **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) JLS **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) JLS **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$21,325** (**15** slots for afterschool and youth led activities). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for

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the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire**.

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or

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monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval

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of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance

During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and

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amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

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Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.**_Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force

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Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or

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procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Jen Starsinic, Executive Artistic Director
Girls Write Nashville
3511 Gallatin Pike, Suite 103
Nashville, TN 37216
(615) 784-8725

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 -- Enrollment forms

Annex 8 – Program site/s

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Girls Write Nashville

By (Signature): _____

Authorized Officer Name: Jennifer L Starsinic

Title: Executive Artistic Director

Sworn to and subscribed to before me a Notary Public, this 14th day of May, 2025

Notary Public Drew Powell

DREW POWELL
STATE OF TENNESSEE NOTARY PUBLIC
COUNTY OF DAVIDSON
MY COMM. EXP. NOV. 2, 2026

My Commission expires 11-02-2026

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Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA Funds For FY 2026 Program

ORGANIZATION NAME	Girls Write Nashville	**CONTRACT # (Office Use):**			
PROGRAM NAME	Girls Write Nashville	**START DATE:**	**7/1/2025**		
ADDRESS	3511 Gallatin Pike, Suite 103	**END DATE:**	**6/30/2026**		
CITY, STATE & ZIP	Nashville, TN 37216	**CONTACT PERSON**	**Jen Starsinic**		
FEDERAL ID # (EIN)	82-2407726	**CONTACT TELEPHONE**	(615) 784-8725		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	16,205.00	NAZA Requested Funds — 1 teaching artist x 463 x $35/hr. Total hours are comprised of 224 hours of onsite teaching time, 75 hours of "buffer time" to ensure timely arrival of staff onsite and staff time spent safely dismissing students and managing any late pickups, 56 hours of lesson planning, 84 hours of attendance management and engagement with families, 6 hours of training and mid-year planning meeting, 10 hours of on-site recruitment activities, and 8 hours of bi-weekly 30-minute check-ins with GWN leadership on the status of the program. -- Other Funding — .25 FTE of full time Program Manager ($12,500) and .08. FTE of Executive Director ($6,210)		18,710.00	Hays Foundation, TN Arts Commission
Benefits and Taxes	0.00	Other Funding — benefits and taxes corresponding to FTEs of Program Manager and Executive Director as listed above. Benefits include health insurance and a 401k retirement contributions and represent a benefit rate of roughly 22%		4,166.00	TN Arts Commission
Total Personnel Expenses	**16,205.00**			22876	
Office Supplies	0.00	25% of org line item devoted to this project		500.00	AEG
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	25% of total occupance cost devoted to this project		7,500.00	
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number			
Insurance	1,970.00	NAZA Requested Funds — Cost of additional insurance to upgrade current policy to meet Metro standards for minimum coverage. // Other Funding — 25% of preexisting org insurance cost devoted to this project		500	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	3,150.00	NAZA Requested Funds — $143.33 average cost per student x 15 students for learning supplies, software, and materials. Materials include musical instruments, recording technology gear, educational games, student recording software, healthy snacks, printed learning materials for Writers Guilds and YIA, student & family handbooks. An additional $1,000 for Youth Led Youth in Action activities // Other Funding — program instruments and music gear		750	

Transportation	0.00	Daily rate, number of days separated by afterschool and summer (if applicable)		
Field Trips	0.00	$55/student x 15 students for each trip — STEAM focused career exploration field trip	825	Amazon,
Professional Fees/Enhancement partners	0.00	$100/hr for 6 enrichment workshops	600	Foundation or Maddox
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**5,120.00**		10675	
Afterschool sub-total	**21,325.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	0.00	Number of staff x Number of hours and hourly rate charged to this grant or percentage		
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant		
Total Personnel Expenses	**0.00**			
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number		
Insurance	0.00	Unit cost or % of total cost charged to this grant		
learning software, programs, games,	0.00	Per youth average cost or cost per purchse type		
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating		
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class		
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**0.00**			
Summer sub-total	**0.00**		0	
TOTAL	**21,325.00**		33,551	
RECIPIENT	Jen Starsinic			
AUTHORIZED SIGNATURE:	Jen Starsinic			
TITLE	Executive Artistic Director			
DATE	05/13/2025			

RESPONSE #22260 SUBMITTED ON 05/13/2025 01:22:55 PM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Girls Write Nashville**

Programming Information

Days of Week of Afterschool Program	**4 days per week**

Edit section title

Afterschool site plan	**School Site**
Please check box if planning summer programming	*No answer given*
Afterschool Program Name	**N/A**

Afterschool Programming

Name of School Site Location	**Croft Middle Design Center**
Address of School Program Site	**482 Elysian Fields Rd, Nashville, TN 37211**
School Partnership Level	**New Partnership**
Number of youths targeted for site	**15**
Transportation needed?	**Yes**

Signature

Jen Starsinic

Name

2025-05-13 18:23:12 (UTC)

Date

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Jen Starsinic

Name: **Jen Starsinic**

Title: **Executive Director**

Agency Name: **Girls Write Nashville**

Date: **April 7, 2025**

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Jen Starsinic

Name: **Jen Starsinic**

Title: **Executive Director**

Agency Name: **Girls Write Nashville**

Date: **April 7, 2025**

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: AUG 22 2018

GIRLS WRITE NASHVILLE
5450 FRANKLIN PIKE CIRCLE
BRENTWOOD, TN 37027-4319

Employer Identification Number:
82-2407726
DLN:
17053080345008
Contact Person:
DAVID SCHAEFF ID# 31691
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
July 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
July 28, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

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GIRLS WRITE NASHVILLE

Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements

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Tre Hargett
Secretary of State

Division of Business Services
Department of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

Girls Write Nashville
409 MYRTLE ST
NASHVILLE, TN 37206-4031

July 28, 2017

Filing Acknowledgment

Please review the filing information below and notify our office immediately of any discrepancies.

SOS Control # :	**000915408**	Formation Locale:	TENNESSEE
Filing Type:	Nonprofit Corporation - Domestic	Date Formed:	07/28/2017
Filing Date:	07/28/2017 11:23 AM	Fiscal Year Close:	12
Status:	Active	Annual Report Due:	04/01/2018
Duration Term:	Perpetual	Image # :	B0413-3030
Public/Mutual Benefit:	Public		
Business County:	DAVIDSON COUNTY		

Document Receipt

Receipt # : 003503704	Filing Fee:	$100.00
Payment-Check/MO - LEGALZOOM.COM, INC., GLENDALE, CA		$100.00

Registered Agent Address:
UNITED STATES CORPORATION AGENTS, INC.
STE 200
3903 VOLUNTEER DR
CHATTANOOGA, TN 37416-3860

Principal Address:
409 MYRTLE ST
NASHVILLE, TN 37206-4031

Congratulations on the successful filing of your **Charter** for **Girls Write Nashville** in the State of Tennessee which is effective on the date shown above. You must also file this document in the office of the Register of Deeds in the county where the entity has its principal office if such principal office is in Tennessee. Please visit the Tennessee Department of Revenue website (apps.tn.gov/bizreg) to determine your online tax registration requirements. If you need to obtain a Certificate of Existence for this entity, you can request, pay for, and receive it from our website.

You must file an Annual Report with this office on or before the Annual Report Due Date noted above and maintain a Registered Office and Registered Agent. Failure to do so will subject the business to Administrative Dissolution/Revocation.

Tre Hargett
Secretary of State

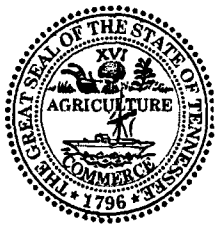
Processed By: Tammy Morris

Phone (615) 741-2286 * Fax (615) 741-7310 * Website: http://tnbear.tn.gov/

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

4

CHARTER NONPROFIT CORPORATION (ss-4418)



Business Services Division
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks AVE, 6th Fl.
Nashville, TN 37243-1102
(615) 741-2286

Filing Fee: $100.00

For Office Use Only

FILED

The undersigned, acting as incorporator(s) of a nonprofit corporation under the provisions of the Tennessee Nonprofit Corporation Act, adopt the following Articles of Incorporation.

1. The name of the corporation is: Girls Write Nashville

2. Name Consent: (Written Consent for Use of Indistinguishable Name)

☐ This entity name already exists in Tennessee and has received name consent from the existing entity.

3. This company has the additional designation of: _____

4. The name and complete address of the initial registered agent and office located in the state of Tennessee is:

Name: United States Corporation Agents, Inc.
Address: 3903 Volunteer Drive, Suite 200
City: Chattanooga State: TN Zip Code: 37416 County: Hamilton

5. Fiscal Year Close Month: December 31 **Period of Duration:** ☒ Perpetual ☐ Other ___/___/___ (Month Day Year)

6. If the document is not to be effective upon filing by the Secretary of State, the delayed effective date and time is:

(Not to exceed 90 days) Effective Date: ___/___/___ (Month Day Year) Time: _____

7. The corporation is not for profit.

8. Please complete all of the following sentences by checking one of the two boxes in each sentence:

This corporation is a ☒ public benefit corporation / ☐ mutual benefit corporation.
This corporation is a ☐ religious corporation / ☒ not a religious corporation.
This corporation will ☐ have members / ☒ not have members.

9. The complete address of its principal executive office is:

Address: 409 Myrtle Street
City: Nashville State: Tennessee Zip Code: 37206-4031 County: DAVIDSON

Note: Pursuant to T.C.A. §10-7-503 all information on this form is public record.

Submitter Information: Name: _____ Phone #: ( ) _____

266

B0413-3030 07/28/2017 11:23 AM Received by Tennessee Secretary of State Tre Hargett

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CHARTER
NONPROFIT CORPORATION (SS-4418)

Business Services Division
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks AVE, 6th Fl.
Nashville, TN 37243-1102
(615) 741-2286

Filing Fee: $100.00

For Office Use Only

The name of the corporation is: Girls Write Nashville

10. The complete mailing address of the entity (if different from the principal office) is:
Address: _____
City: _____ State: _____ Zip Code: _____

11. List the name and complete address of each incorporator:

Name	Business Address	City, State, Zip
LegalZoom.com, Inc.	101 N. Brand Blvd., 11th Floor	Glendale, CA 91203

12. School Organization: (required if the additional designation of "School Organization - Exempt" is entered in section 3.)

- ☐ I certify that pursuant to T.C.A. §49-2-611, this nonprofit corporation is exempt from the $100 filing fee required by §48-51-303(a)(1).
- ☐ This nonprofit corporation is a "school support organization" as defined in T.C.A §49-2-603(4)(A).
- ☐ This nonprofit corporation is an educational institution as defined in T.C.A. §48-101-502(b).

13. Insert here the provisions regarding the distribution of assets upon dissolution:
As stated in the corporate bylaws

14. Other Provisions:

Please see attachment

Note: Pursuant to T.C.A. §10-7-503 all information on this form is public record.

7/21/2017
Signature Date

Incorporator's Signature

Cheyenne Moseley, Assistant Secretary, LegalZoom.com, Inc.
Incorporator's Name (printed or typed)

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B0413-3032 07/28/2017 11:23 AM Received by Tennessee Secretary of State Tre Hargett

Attachment to
Corporate Charter of
Girls Write Nashville

Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under the section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code. The business activity for said organization is as follows: To empower girls and gender non-conforming youth musically and emotionally through mentorship, creative songwriting community, and long-term production projects.

In this non-patronizing creative environment, girls in Nashville with an interest in songwriting are paired with professional female musician mentors. The mentee/mentor pairs work closely over the course of 5 months, while attending the monthly Writer's Guild at different arts-related locations throughout the city. At each Guild, young writers perfect their songs while taking risks in the supportive company of professional musicians and their young artist peers. They bravely explore the role of a song in the world and its power for social change while they connect with their authentic voice. Each season culminates in a recording session with professional musicians at a top quality recording studio.

No part of the net earnings of this organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein. No substantial part of the activities of this corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and this corporation shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of this document, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c) (2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Upon the dissolution of this corporation, assets remaining shall be distributed for one or more exempt purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed by a Court of Competent Jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

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Davidson County CHARTER
Recvd: 07/31/17 08:43 5 pgs
Fees:7.00 Taxes:0.00
20170731-0077022

Tre Hargett
Secretary of State

Division of Business Services
Department of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

Girls Write Nashville
409 MYRTLE ST
NASHVILLE, TN 37206-4031

July 28, 2017

Filing Acknowledgment

Please review the filing information below and notify our office immediately of any discrepancies.

SOS Control # :	**000915408**	Formation Locale:	TENNESSEE
Filing Type:	Nonprofit Corporation - Domestic	Date Formed:	07/28/2017
Filing Date:	07/28/2017 11:23 AM	Fiscal Year Close:	12
Status:	Active	Annual Report Due:	04/01/2018
Duration Term:	Perpetual	Image # :	B0413-3030
Public/Mutual Benefit:	Public		
Business County:	DAVIDSON COUNTY		

Document Receipt

Receipt # : 003503704	Filing Fee:	$100.00
Payment-Check/MO - LEGALZOOM.COM, INC., GLENDALE, CA		$100.00

Registered Agent Address:
UNITED STATES CORPORATION AGENTS, INC.
STE 200
3903 VOLUNTEER DR
CHATTANOOGA, TN 37416-3860

Principal Address:
409 MYRTLE ST
NASHVILLE, TN 37206-4031

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You must file an Annual Report with this office on or before the Annual Report Due Date noted above and maintain a Registered Office and Registered Agent. Failure to do so will subject the business to Administrative Dissolution/Revocation.

Tre Hargett
Secretary of State

Processed By: Tammy Morris

Phone (615) 741-2286 * Fax (615) 741-7310 * Website: http://tnbear.tn.gov/

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

4

CHARTER NONPROFIT CORPORATION (SS-4418)

Business Services Division
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks AVE, 6th Fl.
Nashville, TN 37243-1102
(615) 741-2286

Filing Fee: $100.00

For Office Use Only

FILED

The undersigned, acting as incorporator(s) of a nonprofit corporation under the provisions of the Tennessee *Nonprofit Corporation Act*, adopt the following Articles of Incorporation.

1. The name of the corporation is: Girls Write Nashville

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(Not to exceed 90 days) Effective Date: ___/___/___ (Month Day Year) Time: _____

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City: Nashville State: Tennessee Zip Code: 37206-4031 County: DAVIDSON

Note: Pursuant to T.C.A. §10-7-503 all information on this form is public record.

Submitter Information: Name: _____ Phone #: (____)

SS-4418 (Rev. 01/13) RDA 1678

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CHARTER
NONPROFIT CORPORATION (SS-4418)

Business Services Division
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks AVE, 6th Fl.
Nashville, TN 37243-1102
(615) 741-2286

Filing Fee: $100.00

For Office Use Only

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Address: _____
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LegalZoom.com, Inc.	101 N. Brand Blvd., 11th Floor	Glendale, CA 91203

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- ☐ I certify that pursuant to T.C.A. §49-2-611, this nonprofit corporation is exempt from the $100 filing fee required by §48-51-303(a)(1).
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13. Insert here the provisions regarding the distribution of assets upon dissolution:
As stated in the corporate bylaws

14. Other Provisions:

Please see attachment

Note: Pursuant to T.C.A. §10-7-503 all information on this form is public record.

7/21/2017
Signature Date

Incorporator's Signature

Cheyenne Moseley, Assistant Secretary, LegalZoom.com, Inc.
Incorporator's Name (printed or typed)

E0413-3931 07/28/2017 11:23 AM Received by Tennessee Secretary of State Tre Hargett

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

E5413-3532 07/28/2017 11:23 AM Received by Tennessee Secretary of State TN Tax Sec

Attachment to
Corporate Charter of
Girls Write Nashville

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Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

True Copy Certification

I, A. Danielle Burns, do hereby make oath that I am the custodian of the electronic version of the attached document tendered for registration herewith and that this is a true and correct copy of the original document executed and authenticated according to law.

A. Danielle Burns
Signature

State of Tennessee

County of Davidson

Personally appeared before me, Lucretia Albert, a notary public for this county and state, A. Danielle Burns who acknowledges that this certification of an electronic document is true and correct and whose signature I have witnessed.

Lucretia Albert
Notary's Signature

My Commission Expires: May 6, 2019
Notary' Seal (if on paper)

LUCRETIA ALBERT
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY
MY COMMISSION EXPIRES 5-6-2019

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

April 18, 2025

JENNIFER STARSINIC
3511 GALLATIN PIKE, SUITE 103
NASHVILLE, TN 37216 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: GIRLS WRITE NASHVILLE
CO Number: CO32246
Renewal Date: 01/31/2026

Dear JENNIFER STARSINIC :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2025100473

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/charities

CO Number: CO32246
Filed: 01/27/2025 12:47 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: GIRLS WRITE NASHVILLE

Legal entity type of the Organization: Corporation

Business Services Control Number: 000915408 **FEIN:** 82-2407726

Initial Registration Date: 09/01/2018 **Renewal Date:** 01/31/2025

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: July

When and where was the organization legally established

Date: 07/28/2017 **Country:** USA **City/State:** NASHVILLE, TN **County:** Davidson

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
3511 GALLATIN PIKE, STE 103
USA, NASHVILLE, TN 37216

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
3511 GALLATIN PIKE, SUITE 103
USA, NASHVILLE, TN 37216

Contact Information for the Charitable Organization

Contact Name: JENNIFER STARSINIC

Telephone Number: (615) 784-8725

Email: jen@girlswritenashville.org **Website:** http://www.girlswritenashville.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

B - Educational Institutions & Related Activities

The charitable purpose of the organization

Girls Write Nashville empowers expression through songwriting, production, mentorship and creative community for teen artists. We are an artist- and educator-led 501(c)(3) nonprofit creative youth development program in Nashville, TN allied with community schools to create safe and trauma-informed creative communities and opportunities for cultural participation for youth.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: August 2023 **Last Fiscal Year End:** July 2024

Type of 990 Tax Form Filed: 990 (Long Form)

Government Grants	$ 108,809.00
Total Revenue	$ 249,272.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Jennifer Starsinic

Date: 01/06/2025

Title: President

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Tina Banjo

Date: 01/21/2025

Title: Treasurer

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 01/21/2025 **Invoice:** 2025-00817

Customer Information

JENNIFER STARSINIC
GIRLS WRITE NASHVILLE
3511 GALLATIN PIKE, SUITE 103
NASHVILLE, TN 37216 , USA

Tracking Number	Description	Amount Paid
2025100473	GIRLS WRITE NASHVILLE (CH Charitable Renewal)	$ 10.00

Payment Details

Fee Total:	$ 10.00
Payment Total:	$ 0.00
Amount Due:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3890673045

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Adrienne Webster, EA

PO BOX 3625
Knoxville, TN 37927
865-591-9324 aow@aowebster.com

Verification of Financial Review for Girls Write Nashville, INC Fiscal Year Ending 7/31/2024

This letter is to confirm that I, Adrienne Webster, have reviewed the accompanying Financial Statements for Girls Write Nashville, a Tennessee Non-Profit for the fiscal year ending 7/31/2024.

It is my opinion that the financial statements represent a true and materially accurate account of the Organization's revenue, expenditures, assets and liabilities for the fiscal year.

Notes:
PrePaid expenses include a $2,200 deposit for rental space and $4,259.62 in payroll expenses.
Unearned Revenue includes $89,633.33 for grants received that were awarded for the 2025 Fiscal year.

Sincerely,

Adrienne Webster

Adrienne Webster, EA
4/17/2025

PO BOX 2635
Knoxville, TN 37927

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Girls Write Nashville
Profit and Loss
August 2023 - July 2024

	Aug 2023 - Jul 2024	Total Aug 2022 - Jul 2023 (PY)	Change
Income			
Public Support & Revenue		6,420.68	-6,420.68
Contracted Classes and Workshops	2,775.00	4,750.00	-1,975.00
Corporate Sponsorships	59.64	11,144.62	-11,084.98
AmazonSmile		108.45	-108.45
Annual Benefit Concert	33,000.00	30,500.00	2,500.00
Total Corporate Sponsorships	**$ 33,059.64**	**$ 41,753.07**	**-$ 8,693.43**
Foundation Contributions	54,850.00	58,093.50	-3,243.50
Government Grants Income	108,808.55	68,345.71	40,462.84
Individual Contributions	14,570.45	18,004.75	-3,434.30
MNPS Contracts	28,600.00	19,700.00	8,900.00
Special Events Revenue	6,895.50	7,620.00	-724.50
Total Public Support & Revenue	**$ 249,559.14**	**$ 224,687.71**	**$ 24,871.43**
Revenue			0.00
Merchandise Sales	673.88	836.32	-162.44
Total Revenue	**$ 673.88**	**$ 836.32**	**-$ 162.44**
Total Income	**$ 250,233.02**	**$ 225,524.03**	**$ 24,708.99**
Cost of Goods Sold			
Merchandise	961.04	1,880.68	-919.64
Total Cost of Goods Sold	**$ 961.04**	**$ 1,880.68**	**-$ 919.64**
Gross Profit	**$ 249,271.98**	**$ 223,643.35**	**$ 25,628.63**
Expenses			
Advertising		124.50	-124.50
Bank Fees	103.06	61.00	42.06
Continuing Education	76.65	311.70	-235.05
Contract Services - other	10,078.00		10,078.00
Dues & subscriptions	1,302.28	1,665.21	-362.93
Employee Benefits			0.00
Health Insurance	5,010.70	6,474.97	-1,464.27
Retirement Expense	3,278.92	3,422.69	-143.77
Total Employee Benefits	**$ 8,289.62**	**$ 9,897.66**	**-$ 1,608.04**
Insurance	1,056.00	591.00	465.00
Legal & Professional Fees	3,632.42	795.00	2,837.42
Licenses & Fees	475.00	30.95	444.05
Meals	454.39	309.67	144.72
Music Supplies		787.47	-787.47
Office Supplies		3,684.74	-3,684.74
Office Supplies & Software	1,961.41		1,961.41
Payroll Processing Expenses	2,452.69	1,206.12	1,246.57

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Payroll Tax Expenses	8,213.07	7,451.41	761.66
Program Healthy Snacks	1,535.79	1,653.10	-117.31
Program Materials & Supplies	4,070.01	2,604.79	1,465.22
Instruments, Gear, Accessories, Maintenance	1,155.51		1,155.51
Total Program Materials & Supplies	**$ 5,225.52**	**$ 2,604.79**	**$ 2,620.73**
Rent - Suites 103 & 104	28,800.00	25,300.00	3,500.00
Salaries & Wages	107,807.43	97,536.06	10,271.37
Software Costs	2,846.72	2,632.15	214.57
Teaching Artist & Mentor Payments	45,038.52	24,264.36	20,774.16
Contract Services - teaching artist	600.00	21,301.09	-20,701.09
Performing Artist Fees	250.00		250.00
Professional Fees - mentors	2,250.00	3,000.00	-750.00
Total Teaching Artist & Mentor Payments	**$ 48,138.52**	**$ 48,565.45**	**-$ 426.93**
Technology	1,018.39		1,018.39
Travel & Transportation Expenses	19.18		19.18
Total Expenses	**$ 233,486.14**	**$ 205,207.98**	**$ 28,278.16**
Net Operating Income	**$ 15,785.84**	**$ 18,435.37**	**-$ 2,649.53**
Other Income			
Other Income		10,944.63	-10,944.63
Total Other Income	**$ 0.00**	**$ 10,944.63**	**-$ 10,944.63**
Other Expenses			
Ask (deleted)		0.00	0.00
Total Other Expenses	**$ 0.00**	**$ 0.00**	**$ 0.00**
Net Other Income	**$ 0.00**	**$ 10,944.63**	**-$ 10,944.63**
Net Income	**$ 15,785.84**	**$ 29,380.00**	**-$ 13,594.16**

Thursday, Apr 17, 2025 05:01:05 AM GMT-7 - Accrual Basis

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Girls Write Nashville
Balance Sheet
As of July 31, 2024

	Total		
	As of Jul 31, 2024	As of Jul 31, 2023 (PY)	Change
ASSETS			
Current Assets			
Bank Accounts			
Cash on hand	80.00	80.00	0.00
Checking	270,613.80	272,652.84	-2,039.04
Total Bank Accounts	**$ 270,693.80**	**$ 272,732.84**	**-$ 2,039.04**
Accounts Receivable			
Accounts Receivable (A/R)	0.00	0.00	0.00
Total Accounts Receivable	**$ 0.00**	**$ 0.00**	**$ 0.00**
Other Current Assets			
Prepaid Expenses	6,785.32	2,200.00	4,585.32
Total Other Current Assets	**$ 6,785.32**	**$ 2,200.00**	**$ 4,585.32**
Total Current Assets	**$ 277,479.12**	**$ 274,932.84**	**$ 2,546.28**
TOTAL ASSETS	**$ 277,479.12**	**$ 274,932.84**	**$ 2,546.28**
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable (A/P)	0.00	0.00	0.00
Total Accounts Payable	**$ 0.00**	**$ 0.00**	**$ 0.00**
Credit Cards			
DIVVY Credit Card	1,140.68		1,140.68
Total Credit Cards	**$ 1,140.68**	**$ 0.00**	**$ 1,140.68**
Other Current Liabilities			
Payroll			0.00
401k Liability	410.23	0.00	410.23
Health Insurance Payable	641.43	431.90	209.53
Payroll Tax Payable	0.00	0.00	0.00
QSEHRA Liability	0.00	0.00	0.00
Total Payroll	**$ 1,051.66**	**$ 431.90**	**$ 619.76**
Unearned Revenue (FY)	89,633.33	104,633.33	-15,000.00
Total Other Current Liabilities	**$ 90,684.99**	**$ 105,065.23**	**-$ 14,380.24**
Total Current Liabilities	**$ 91,825.67**	**$ 105,065.23**	**-$ 13,239.56**
Long-Term Liabilities			
Notes Payable	0.00	0.00	0.00
Total Long-Term Liabilities	**$ 0.00**	**$ 0.00**	**$ 0.00**
Total Liabilities	**$ 91,825.67**	**$ 105,065.23**	**-$ 13,239.56**
Equity			
Retained Earnings	169,867.61	140,487.61	29,380.00
Net Income	15,785.84	29,380.00	-13,594.16
Total Equity	**$ 185,653.45**	**$ 169,867.61**	**$ 15,785.84**
TOTAL LIABILITIES AND EQUITY	**$ 277,479.12**	**$ 274,932.84**	**$ 2,546.28**

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving/* Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
BLACK LEMONADE

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Black Lemonade,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. SCOPE OF PROGRAM:

A.1. Schedule and Content

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Black Lemonade** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Black LemonadeYIA guidance

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for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs.**

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. KB **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. KB **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. KB **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) KB **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) KB **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) KB **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) KB **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) KB **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) KB **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) KB **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) KB **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) KB **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

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- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) KB **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) KB **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) KB **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) KB **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) KB **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) KB **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$275,550** (**90** slots for afterschool and **60** slots for summer). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for

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the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire**.

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or

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monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.1.1. Grantee is not entitled to payment under this grant contract until grantee provides an updated audit. The date of issue for the audit must be after June 16, 2024. Grantee must provide the updated audit to Metro by August 18, 2025, or this contract is void. Metro will not incur any liability for services rendered by grantee or payment to the grantee until an updated audit is received and accepted by Metro

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient

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shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

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D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance
During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

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DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.**_Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.

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(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

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D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Kaymi Butler, Founder and CEO
Black Lemonade
100 Powell PL
Nashville, TN, 37204
615-200-7351

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a

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Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jennifer Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Black Lemonade

By (Signature): Kapri R

Authorized Officer Name:
Title: Founder/CEO

Sworn to and subscribed to before me a Notary Public, this 10th day of June, 2025

Notary Public

Errol N Mooney Jr.

ERROL N MOONEY JR
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY

My Commission expires 03/09/2027.

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	Black Lemonade	**CONTRACT # (Office Use):**			
PROGRAM NAME	Black Lemonade	**START DATE:**	**7-1-2025**		
ADDRESS	100 Powell Place #1024	**END DATE:**	**6-30-2026**		
CITY, STATE & ZIP	**Nashville, TN 37204**	**CONTACT PERSON**	**Kaymi Butler**		
FEDERAL ID # (EIN)	86-2976641	**CONTACT TELEPHONE**	(615) 200-7351		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs	**121,950**	**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	94,602.00	CEO 33% of salary at 10mo Program Director 33% of salary at 10mo Site Coordinator 33% of salary at 10mo 4 Site Coordinators 100% of salary at 9mo			
Benefits and Taxes	23,000.00	Employer Tn Tax -8000 Health Care Benefits - 15,000 for 3 staff at 100% covered by this grant			
Total Personnel Expenses	**117,602.00**				
Office Supplies	0.00			In-kind	Amazon
Communications	0.00				
Postage and Shipping	0.00				
Occupancy	0.00				
Equipment Rental and Maintenance	0.00				
Printing and Publications	0.00				
Travel/Conferences & Meetings	0.00				
Insurance					
learning software, programs, games,	0.00	2 service learning projects per site = 8		8000	Board
Transportation					
Field Trips	4,348.00	Family and Friends Thanksgiving Feast Showcase- Food and transportation Earn & Shop with the Bruins- Food and Transportation Self-Love Day Conference- Transportation and Food End of the Year Field Trip- Youth led by vote		5000	Lemon-Line LLC
Professional Fees/Enhancement partners	0.00	13 committed professionals for Mentor Mondays (Napier Looby, Receycle Reinvest, TSU-Snap-Ed, Black Chamber, etc) Year 3 with Over the Hump Etiquette Academy Year 3 with PnB Boxing		3500	Black Lemonade
Other Non-Personnel	0.00				
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.			
Total Non-personnel	**4,348.00**				
Afterschool sub-total	**121,950.00**				

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Summer Programs	153,600	Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.		
Salaries and Wages	71,600.00	CEO 24% of salary at 2 mo Program Director 24% of salary at 2 mo Site Coordinator 24% of salary at 2 mo 4 Camp Counselors 100% at 2 mo		
Benefits and Taxes	9,000.00	Employer TN Tax- 6000 Health Care Benefits - 3,000 for 3 staff		
Total Personnel Expenses	**80,600.00**			
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant	In-kind	Amazon
Communications	4,000.00	Annual Fees for nonprofit sponsored in part by TechSoup 1800 for business phone 1340 for website 260 for email communications		TechSoup
Postage and Shipping	0.00			
Occupancy	15,000.00	Summer Camp Rental and Storage unit 100%		
Equipment Rental and Maintenance	0.00			
Printing and Publications	6,000.00	Printing flyers, video marketing, social media posting		
Travel/Conferences & Meetings	5,900.00	TN nonprofit network Group Rate of 8: $1400 IYI conference Group of 6 : $4500		
Insurance	11,200.00	100% liability, workers comp, commercial vehicle		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	6,900.00	1200 program software 5700 for program snacks and curriculum supplies		
Field Trips	24,000.00	60 youth participating in 8 weekly trips averaging $400 per youth		
Professional Fees/Enhancement partners	0.00			
Other Non-Personnel	0.00			
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**73,000.00**			
Summer sub-total	**153,600.00**			
TOTAL	**275,550.00**			
RECIPIENT	Black Lemonade			
AUTHORIZED SIGNATURE:				
TITLE	Founder and CEO			
DATE	5/14/2025			

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Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

RESPONSE #22293 SUBMITTED ON 05/14/2025 10:27:40 PM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Black Lemonade**

Programming Information

Days of Week of Afterschool Program	**5 days per week**

Edit section title

Afterschool site plan	**School Site**
Please check box if planning summer programming	**X**
Afterschool Program Name	**Black Lemonade**

Afterschool Programming

Name of School Site Location	**Antioch Middle School**
Address of School Program Site	**5050 Blue Hole Rd, Antioch, TN 37013**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**30**
Transportation needed?	**Yes**

Afterschool Programming

Name of School Site Location	**Margaret Allen Middle School**
Address of School Program Site	**500 Spence Ln, Nashville, TN 37210**
School Partnership Level	**New Partnership**

Number of youths targeted for site	15
Transportation needed?	Yes

Afterschool Programming

Name of School Site Location	McKissack Middle School
Address of School Program Site	915 38th Ave N, Nashville, TN 37209
School Partnership Level	Renewing Partnership
Number of youths targeted for site	15
Transportation needed?	Yes

Afterschool Programming

Name of School Site Location	Two Rivers Middle School
Address of School Program Site	2991 McGavock Pk, Nashville, TN 37214
School Partnership Level	Renewing Partnership
Number of youths targeted for site	30
Transportation needed?	Yes

Summer Programming Information

Summer Program Name	Black Lemonade Superhero Day Camp

Summer Programming Information

Edit section title

Name of Summer Site Location	St. James Missionary Baptist Church
Summer Location address	600 28th Ave N
Number of summer youth targeted for site	60

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Weeks of Programming	**8 weeks**
Days per Week of Summer Program	**5 days per week**
Hours per Day	**8 hours**
Programming Time Frame	**8am-4pm**
Proposed months of Summer programming	**Both**

Signature

Kaymi Butler

Kaymi Butler

Name

2025-05-15 03:27:51 (UTC)

Date

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Kaymi Butler

Name: Kaymi Butler

Title: Founder and CEO

Agency Name: Black Lemonade

Date: 4/15/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Kaymi Butler

Name: Kaymi Butler

Title: Founder and CEO

Agency Name: Black Lemonade

Date: 4/15/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

BLACK LEMONADE
100 POWELL PLACE SUITE 1024
NASHVILLE, TN 37204

Date:
03/11/2022
Employer ID number:
86-2976641
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
December 31
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
March 31, 2021
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053716003751

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Letter 947 (Rev. 2-2020)
Catalog Number 35152P

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ARTICLES OF INCORPORATION

OF

Black Lemonade

The undersigned incorporators, who are individuals 18 years of age or older, a majority of whom are citizens of the United States and pursuant to the nonprofit corporation laws of this state, hereby adopt the following Articles of Incorporation.

ARTICLE I. NAME

The name of this corporation is Black Lemonade.

ARTICLE II. REGISTERED OFFICE

The physical address of the registered office for this corporation is at: 100 Powell Place #1024 Nashville, TN, 37204.

ARTICLE III. REGISTER AGENT

The name and address of the initial register agent is Kaymi Butler 100 Powell Place #1024 Nashville, TN, 37204.

ARTICLE IV. DURATION

The period of duration is: Perpetual

ARTICLE V. PURPOSE

The specific purpose of this corporation is:

a. to provide a safe space to be heard, engage in diverse dialogue and create positive and purposeful solutions

b. to disseminate information from and about minority peoples

c. to foster communication between minorities and non-minority peoples

d. to conduct research involving minority communities

e. to provide resources, education, and empowerment to those who are at-risk

f. to sponsor, host and/or participate in events and programs that promote community fellowship and professional development

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

g. to provide resources, mentoring, and services to facilitate fellowship within communities

This corporation is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

ARTICLE VI. INITIAL DIRECTORS

The number of directors, and the method of selecting directors, shall be fixed by the Bylaws of this corporation. The initial directors shall be three (3) in number. The names and addresses of these initial directors are as follows:

Kaymi Butler, 100 Powell Place #1024 Nashville, TN, 37204.
Kayla Echols, 100 Powell Place #1024 Nashville, TN, 37204.
TaMyron Penny, 100 Powell Place #1024 Nashville, TN, 37204.

ARTICLE VII. MEMBERS

The classes, rights, privileges, qualifications, and obligations of members of this corporation are determined by the bylaws of this corporation.

ARTICLE VIII. INCORPORATORS

The name and address of the incorporators of this corporation are:

Kaymi Butler, 100 Powell Place #1024 Nashville, TN, 37204.
Kayla Echols, 100 Powell Place #1024 Nashville, TN, 37204.
TaMyron Penny, 100 Powell Place #1024 Nashville, TN, 37204.

ARTICLE IX. ADDITIONAL PROVISIONS

1. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Third hereof.

2. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

3. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

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4. No member, officer, or director of this corporation shall be personally liable for the debts or obligations of this corporation of any nature whatsoever, nor shall any of the property of the members, officers, or directors be subject to the payment of the debts or obligations of this corporation.

ARTICLE X. DISSOLUTION

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

IN WITNESS WHEREOF, we the undersigned, being the Incorporators of Black Lemonade executed these Articles of Incorporation on 9th, November 2021.

Kaymi Butler, Incorporator

Kayla Echols, Incorporator

TaMyron Penny, Incorporator

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

January 15, 2025

KAYMI BUTLER
100 POWELL PLACE #1024
NASHVILLE, TN 37204 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: BLACK LEMONADE
CO Number: CO40557
Renewal Date: 06/30/2025

Dear KAYMI BUTLER :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tracking Number
2024136741

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/charities

CO Number: CO40557
Filed: 01/02/2025 01:30 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: BLACK LEMONADE

Legal entity type of the Organization: Corporation

Business Services Control Number: 001185127 **FEIN:** 86-2976641

Initial Registration Date: 05/05/2021 **Renewal Date:** 06/30/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established

Date: 03/31/2021 **Country:** USA **City/State:** NASHVILLE, TN **County:** Davidson

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
100 POWELL PLACE #1024
USA, NASHVILLE, TN 37204

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
100 POWELL PLACE #1024
USA, NASHVILLE, TN 37204

Contact Information for the Charitable Organization

Contact Name: KAYMI BUTLER

Telephone Number: (615) 200-7351

Email: info@blacklemonade.org **Website:** www.blacklemonade.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

O - Youth Development

The charitable purpose of the organization

Black Lemonade is organized and operated exclusively for charitable and educa.onal purposes in accordance with the sec.on 501(c)(3) of the Internal Revenue Code. More specifically, Black Lemonade is dedicated to reducing conflict, incited by indifference, through educa.on and empowerment programs and events. The specific objec.ves and purpose of this organiza.on shall be: a. to provide a safe space to be heard, engage in diverse dialogue and create posi.ve and purposeful solu.ons b. to disseminate informa.on from and about minority peoples c. to foster communica.on between minori.es and non-minority peoples d. to conduct research involving minority communi.es e. to provide resources, educa.on, and empowerment to those who are at-risk f. to sponsor, host and/or par.cipate in events and programs that promote community fellowship and professional development g. to provide resources, mentoring, and services to facilitate fellowship within communi.es

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Government Grants	$ 272,415.00
Total Revenue	$ 324,407.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Mr. CHRISTOPHER EMEAGWAI
100 POWELL PLACE #1024
NASHVILLE, TN 37204, USA
Title(s): Treasurer

KAYMI BUTLER
100 POWELL PLACE #1024
USA, NASHVILLE, TN 37204
Title(s): Chief Executive Officer, President, Custodian of Contributions, Custodian of Final Distributions

MONISHA WOODRUFF
100 POWELL PLACE #1024
USA, NASHVILLE, TN 37204
Title(s): Secretary

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Kaymi Butler

Date: 01/01/2025

Title: Chief Executive Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Christopher Emeagwai

Date: 01/02/2025

Title: Treasurer

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Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 11/25/2024

Invoice: 2024-10458

Customer Information

KAYMI BUTLER
BLACK LEMONADE
100 POWELL PLACE #1024
NASHVILLE, TN 37204 , USA

Tracking Number	Description	Amount Paid
2024136741	BLACK LEMONADE (CH Filing Late Fee)	$ 70.00
2024136741	BLACK LEMONADE (CH Charitable Renewal)	$ 10.00

Payment Details

Fee Total:	$ 80.00
Payment Total:	$ 80.00
Amount Due:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3887083549,3889196859

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Management Report

Black Lemonade
For the period ended December 31, 2023

Prepared on
April 25, 2024

For management use only

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

04/23/2024

Financial Statement Compilation "Black Lemonade"

Management is responsible for the accompanying financial statements of Black Lemonade, which comprise the statements of financial position as of January 01, 2023 thru December 31, 2023 and the related statements of operations and cash flows for the year then ended, and the related notes to the financial statements in accordance with the AICPA's Financial Reporting Framework for Small- and Medium-Sized Entities, and for determining that the AICPA's Financial Reporting Framework for Small- and Medium-Sized Entities is an acceptable financial reporting framework. We have performed a financial review in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We reviewed the financial statements and were required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do express the opinion, and a conclusion, to provide assurance on these financial statements. We draw attention to Note X of the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the AICPA's Financial Reporting Framework for Small- and Medium-Sized Entities, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Sincerely,

Virginia Jennings,
License#PTIN003013864
Richard Nzeribe, CPA
License#AC0026708

Business Advantages, Inc
Savannah, GA 31415
(888)777-6811
(912)228-3634 phone
www.bizadvantage365.com

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

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Statement of Cash Flows 6

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Black Lemonade
Profit & Loss by Month
January through December 2023

	Jan - Dec 23	
Ordinary Income/Expense		
Income		
43400 · Direct Public Support		
43410 · Corporate Contributions	46,400.00	
43440 · Gifts in Kind - Goods	10.00	
43450 · Individ, Business Contributions	290,913.78	
Total 43400 · Direct Public Support		337,323.78
44800 · Indirect Public Support		
44820 · United Way, CFC Contributions	-1,975.16	
Total 44800 · Indirect Public Support		-1,975.16
45000 · Investments		
45020 · Director Investment	-16,325.00	
Total 45000 · Investments		-16,325.00
Total Income		319,023.62
Gross Profit		319,023.62
Expense		
Bank Processing Fees	2,535.49	
Bank Service Charges	0.45	
Charitable Contributions	8,104.51	
Computer Software	4,184.68	
Meals/Entertainment	8,613.82	
Workers Compensation Insurance	641.00	
60900 · Business Expenses		
60920 · Business Registration Fees	204.62	
Total 60900 · Business Expenses		204.62
62100 · Contract Services		
62140 · Legal Fees	550.00	
62150 · Outside Contract Services	973.67	
Total 62100 · Contract Services		1,523.67
62800 · Facilities and Equipment		
62830 · Donated Facilities	1,860.26	
62840 · Equip Rental and Maintenance	5,045.82	
62890 · Rent, Parking, Utilities	33,169.82	
Total 62800 · Facilities and Equipment		40,075.90
65000 · Operations		
65010 · Books, Subscriptions, Reference	372.64	
65020 · Postage, Mailing Service	542.82	
65030 · Printing and Copying	885.01	
65040 · Supplies	20,115.16	
65050 · Telephone, Telecommunications	2,474.48	
65000 · Operations - Other	35.00	
Total 65000 · Operations		24,425.11
65100 · Other Types of Expenses		
65110 · Advertising Expenses	4,097.14	
65120 · Insurance - Liability, D and O	2,190.00	
65160 · Other Costs	1,995.00	
Total 65100 · Other Types of Expenses		8,282.14
66000 · Payroll Expenses		124,172.12

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Black Lemonade
Profit & Loss by Month
January through December 2023

	Jan - Dec 23
68300 · Travel and Meetings	
68310 · Conference, Convention, Meeting	983.43
68320 · Travel	12,897.65
68300 · Travel and Meetings - Other	46.91
Total 68300 · Travel and Meetings	13,927.99
Total Expense	236,691.50
Net Ordinary Income	82,332.12
Other Income/Expense	
Other Expense	
80000 · Ask My Accountant	1,244.10
Total Other Expense	1,244.10
Net Other Income	-1,244.10
Net Income	**81,088.02**

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9:12 PM
04/25/24
Accrual Basis

Black Lemonade
Balance Sheet
As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
58700 · Cash Account	65,416.61
58794 · Bank of America - 58794	10,975.79
Total Checking/Savings	76,392.40
Total Current Assets	76,392.40
TOTAL ASSETS	**76,392.40**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
36921 · Chase - 36921	-644.58
Total Credit Cards	-644.58
Total Current Liabilities	-644.58
Long Term Liabilities	
27200 · Other Liabilities	-5,000.00
Total Long Term Liabilities	-5,000.00
Total Liabilities	-5,644.58
Equity	
30000 · Opening Balance Equity	1,175.13
32000 · Unrestricted Net Assets	-226.17
Net Income	81,088.02
Total Equity	82,036.98
TOTAL LIABILITIES & EQUITY	**76,392.40**

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Black Lemonade
Statement of Cash Flows
January through December 2023

	Jan - Dec 23
OPERATING ACTIVITIES	
Net Income	81,088.02
Adjustments to reconcile Net Income to net cash provided by operations:	
36921 · Chase - 36921	-870.75
Net cash provided by Operating Activities	80,217.27
FINANCING ACTIVITIES	
27200 · Other Liabilities	-5,000.00
Net cash provided by Financing Activities	-5,000.00
Net cash increase for period	75,217.27
Cash at beginning of period	1,175.13
Cash at end of period	**76,392.40**

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

Business Advantage

Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Your Business Advantage Fundamentals™ Banking

for January 1, 2023 to January 31, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on January 1, 2023	$1,175.13
Deposits and other credits	47,940.05
Withdrawals and other debits	-6,602.57
Checks	-0.00
Service fees	-0.45
Ending balance on January 31, 2023	**$42,512.16**

# of deposits/credits: 9

# of withdrawals/debits: 45

# of items-previous cycle[1]: 0

# of days in cycle: 31

Average ledger balance: $17,946.34

[1]*Includes checks paid, deposited items and other debits*

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Reduce the risk of lost or stolen mail. Plus, you can view your statements securely and easily—online or from our mobile app—24/7 from almost anywhere.

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Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

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PULL: E CYCLE: 44 SPEC: E DELIVERY: E TYPE: IMAGE: I BC: TN

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Deposits and other credits

Date	Description	Amount
01/03/23	PAYPAL DES:TRANSFER ID:1024432180495 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	297.77
01/03/23	Apple Cash DES:TRANSFER ID:Kaymi Butler INDN:Kaymi Butler CO ID:6192912998 WEB	150.00
01/03/23	Wixcom DES:PAYOUT ID:TX28346564400XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX28346564400XT**3RZEKJ5XFVW7KNRM\ RMR*IK*TX28346564400XT Wix Payments\	77.96
01/05/23	PAYPAL DES:TRANSFER ID:1024505084524 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	865.62
01/12/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	1,036.00
01/17/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	50.00
01/17/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	50.00
01/17/23	PAYPAL DES:TRANSFER ID:FBMPUSD1230LPNU INDN:BANK OF AMERICA CO ID:PAYPALSD11 PPD	35.00
01/20/23	METRONASHVILLEAP DES:ACH 011823 ID:660815 INDN:BLACK LEMONADE CO ID:BXXXXXXXXX CTX PMT INFO:RMR*IV*20221222L5165**45377.7*45377.7*0\ DTM*003*20221222\	45,377.70
Total deposits and other credits		**$47,940.05**

Withdrawals and other debits

Date	Description	Amount
01/03/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-26.27
01/04/23	Zelle Transfer Conf# cnr6ye19q; Me	-630.00
01/04/23	GUSTO DES:FEE 317869 ID:6semjt9iche INDN:Black Lemonade CO ID:2453942850 CCD	-88.49
01/04/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000418393 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-40.00

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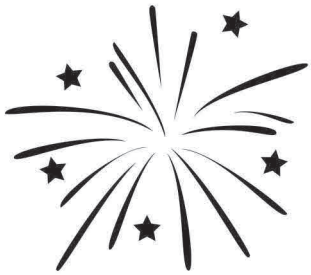

Happy New Year!

May the new year bring you happiness, peace and prosperity. Wishing you a joyous 2023!

345

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Withdrawals and other debits - continued

Date	Description	Amount
01/06/23	GUSTO DES:NET 397603 ID:6semjtaa3mb INDN:Black Lemonade CO ID:9138864001 CCD	-68.06
01/06/23	GUSTO DES:TAX 397740 ID:6semjtaa3mc INDN:Black Lemonade CO ID:9138864001 CCD	-11.28
01/09/23	Zelle Transfer Conf# ir4abbv5e; Me	-300.00
01/10/23	AMTRUST NA DES:PAYMENT ID:35440816 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-139.00
01/11/23	PAYPAL DES:ECHECK ID:1024620098022 INDN:BLACK LEMONADE CO ID:PAYPALEC88 WEB	-10.60
01/17/23	TN TLR cash withdrawal from CHK 8794	-250.00
01/17/23	Farmers Ins Exch DES:EFT PYMT ID:fXXXXXXXXX INDN:. Black Lemonade CO ID:9496351303 CCD	-110.75
01/17/23	PAYPAL DES:INST XFER ID:EB 17TH ANNUAL INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-89.86
01/18/23	Zelle Transfer Conf# dxlt00sox; Me	-300.00
01/18/23	Zelle Transfer Conf# btw33shqx; Me	-150.00
01/20/23	GUSTO DES:NET 665460 ID:6semjtdl19f INDN:Black Lemonade CO ID:9138864001 CCD	-205.01
01/20/23	GUSTO DES:TAX 665548 ID:6semjtdl19g INDN:Black Lemonade CO ID:9138864001 CCD	-36.79
01/23/23	GUSTO DES:NET 685729 ID:6semjte21jl INDN:Black Lemonade CO ID:9138864001 CCD	-1,986.07
01/23/23	GUSTO DES:TAX 685723 ID:6semjte21jo INDN:Black Lemonade CO ID:9138864001 CCD	-597.53
Card account # XXXX XXXX XXXX 7307		
01/05/23	CHECKCARD 0103 TENNESSEE QUICK C 615-965-5688 TN 82302353004001467548038 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-75.26
01/05/23	CHECKCARD 0105 GOOGLE *Worksp Mountain ViewCA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.91
01/09/23	PURCHASE 0106 PAYPAL *CANVAPTYL 4029357733	-14.99
01/09/23	CHECKCARD 0109 PAYPAL *METAPL San Jose CA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-16.51
01/11/23	CHECKCARD 0110 IPOSTALRENEWAL 8455795770 NY 55429503010745134923562 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
01/12/23	CHECKCARD 0110 CHICK-FIL-A #0392 NASHVILLE TN 05140483011710022781834 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-0.97
01/17/23	CHECKCARD 0117 WM SUPERCENTER NASHVILLE TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-35.11
01/18/23	CHECKCARD 0117 IPOSTALSCHEDULEPI 8455795770 NY 55429503017713223948695 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1.00
01/18/23	WAL-MART #5616 01/18 #000462400 PURCHASE 2421 POWELL AVE NASHVILLE TN	-61.09
01/19/23	CHECKCARD 0117 TENNESSEE QUICK C 615-965-5688 TN 82302353018001115351458 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-74.13
01/20/23	CHECKCARD 0120 THORNTONS #007 Henderson KY CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30.00
01/23/23	CHECKCARD 0120 TACOJOHNS9833 HENDERSON KY 75265863020332302712225 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-11.20
01/23/23	PURCHASE 0123 AMZN Mktp US*IE8G Amzn.com/billWA	-17.98
01/23/23	PURCHASE 0123 AMZN Mktp US*TB7B Amzn.com/billWA	-53.94

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Withdrawals and other debits - continued

Date	Description	Amount
01/23/23	CHECKCARD 0122 THORNTONS #060 Nashville TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-36.57
01/23/23	CHECKCARD 0122 4007 JNN CHARLOTT NASHVILLE TN 25247803022001724048995 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30.01
01/23/23	STAPLES 1539 01/23 #000635002 PURCHASE STAPLES 1539 NASHVILLE TN	-96.95
01/24/23	PURCHASE 0123 AMZN Mktp US*HR81 Amzn.com/billWA	-99.38
01/24/23	PURCHASE 0123 AMZN Mktp US*JX77 Amzn.com/billWA	-6.98
01/24/23	PURCHASE 0123 AMZN Mktp US*I073 Amzn.com/billWA	-29.70
01/24/23	SAMS CLUB #829 01/24 #000628626 PURCHASE SAM'S Club NASHVILLE TN	-253.81
01/24/23	CHECKCARD 0124 WAL-MART #4435 NASHVILLE TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-41.58
01/30/23	PURCHASE 0128 AMZN Mktp US*0896 Amzn.com/billWA	-182.48
01/30/23	PURCHASE 0128 AMZN Mktp US*9A8L Amzn.com/billWA	-33.45
01/30/23	CHECKCARD 0128 PROCARE SOFTWARE MEDFORD OR 75450843029365901844732 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
01/31/23	WAL Wal-Mart S 01/31 #000664873 PURCHASE 0659 WAL-SAMS NASHVILLE (W) TN	-259.87
Subtotal for card account # XXXX XXXX XXXX 7307		**-$1,562.86**
Total withdrawals and other debits		**-$6,602.57**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 12/30/22. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ○ $5,000+ combined average monthly balance in linked business accounts has not been met
- ○ Become a member of Preferred Rewards for Business has not been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Date	Transaction description	Amount
01/09/23	PURCHASE 0106 PAYPAL *CANVAPTYL 4029357733 85133403008301008597768 RECURRING CKCD 5045 XXXXXXXXXXXX7307 INTERNATIONAL TRANSACTION FEE	-0.45
Total service fees		**-$0.45**

Note your Ending Balance already reflects the subtraction of Service Fees.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
01/01	1,175.13	01/06	1,616.21	01/12	2,159.70
01/03	1,674.59	01/09	1,284.26	01/17	1,808.98
01/04	916.10	01/10	1,145.26	01/18	1,296.89
01/05	1,695.55	01/11	1,124.67	01/19	1,222.76

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Daily ledger balances - continued

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
01/20	46,328.66	01/24	43,066.96	01/31	42,512.16
01/23	43,498.41	01/30	42,772.03		

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

Business Advantage

Customer service information

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P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Please see the **Important Messages - Please Read** section of your statement for important details that could impact you.

Your Business Advantage Fundamentals™ Banking

for February 1, 2023 to February 28, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on February 1, 2023	$42,512.16
Deposits and other credits	2,256.31
Withdrawals and other debits	-18,160.11
Checks	-0.00
Service fees	-0.00
Ending balance on February 28, 2023	**$26,608.36**

# of deposits/credits: 5

# of withdrawals/debits: 64

# of items-previous cycle[1]: 0

# of days in cycle: 28

Average ledger balance: $32,635.96

[1] *Includes checks paid, deposited items and other debits*

Your business may have a credit score. Find out today.

It's important to have access to tools that help you understand your business credit.
That's why we've partnered with Dun & Bradstreet to provide free access to a business credit score.[1]

To learn more, visit **bankofamerica.com/BusinessCreditScore**.

[1] Access to Dun & Bradstreet business credit score information in Business Advantage 360 is for educational purposes only and available only to U.S.-based Bank of America Small Business clients with an open and active Small Business account, who have a Dun & Bradstreet business credit score and have properly enrolled to access it in Business Advantage 360. Dun & Bradstreet's business credit score (also known as "The D&B® Delinquency Predictor Score") is based on data from Dun & Bradstreet and may be different from other business credit scores.

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

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Deposits and other credits

Date	Description	Amount
02/06/23	FACEBOOK PAYMENT DES:B6LC9VMXAR ID:B6LC9VMXAR INDN:BLACK LEMONADE CO ID:BXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LC9VMXAR\	40.00
02/10/23	PAYPAL DES:TRANSFER ID:1025193434406 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	681.45
02/13/23	Square Inc DES:* Cash App ID:T3QRKVB2EJQPGV9 INDN:Black Lemonade CO ID:8800429876 PPD	279.86
02/21/23	Zelle Transfer Conf# XXXXXXXXX; Kaymi Alyse Butler	1,000.00
02/27/23	META PAYMENTS IN DES:B6LCA72Y29 ID:B6LCA72Y29 INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LCA72Y29\	255.00
Total deposits and other credits		**$2,256.31**

Withdrawals and other debits

Date	Description	Amount
02/02/23	GUSTO DES:NET 893437 ID:6semjtgato6 INDN:Black Lemonade CO ID:9138864001 CCD	-2,574.33
02/02/23	GUSTO DES:TAX 893427 ID:6semjtgato9 INDN:Black Lemonade CO ID:9138864001 CCD	-695.69
02/02/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-32.89
02/06/23	GUSTO DES:FEE 953590 ID:6semjtgv6ge INDN:Black Lemonade CO ID:2453942850 CCD	-179.17
02/06/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000832628 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-40.00
02/10/23	CHASE CREDIT CRD DES:EPAY ID:6499785572 INDN:KAYMI BUTLER CO ID:5760039224 WEB	-2,994.22
02/10/23	AMTRUST NA DES:PAYMENT ID:35590852 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-139.00
02/16/23	Cash App DES:* Cash App ID:T3Z0NBK38CJ4ZRJ INDN:Black Lemonade CO ID:8800429876 WEB	-175.00
02/16/23	Cash App DES:* Cash App ID:T39KDZPDHT2TKZS INDN:Black Lemonade CO ID:8800429876 WEB	-175.00

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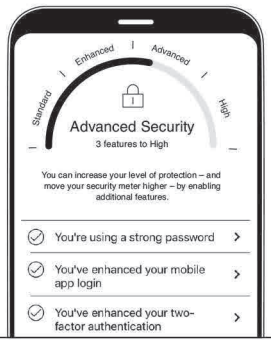

BANK OF AMERICA BUSINESS ADVANTAGE

Security you can see

Our security meter lets you visualize your account security and moves up as you take additional steps to help protect your account.

Visit the Security Center in Business Advantage 360 to see your security level today. To learn more, scan this code or visit **bofa.com/SecurityCenter.**

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Withdrawals and other debits - continued

Date	Description	Amount
02/17/23	GUSTO CCD DES:NET 227425 ID:6semjtjuleh INDN:Black Lemonade CO ID:9138864001	-3,212.06
02/17/23	GUSTO CCD DES:TAX 227485 ID:6semjtjulel INDN:Black Lemonade CO ID:9138864001	-800.63
02/17/23	Cash App DES:* Cash App ID:T36VR4ZB6TBWQZG INDN:Black Lemonade CO ID:8800429876 WEB	-62.50
02/21/23	Zelle Transfer Conf# lddety5ru; Me	-2,500.00
02/22/23	Cash App DES:* Cash App ID:T3TS45KQMN4WY30 INDN:Black Lemonade CO ID:8800429876 WEB	-130.00
02/24/23	TN TLR cash withdrawal from CHK 8794	-80.00
Card account # XXXX XXXX XXXX 6451		
02/15/23	CHECKCARD 0215 Lyft *Ride W SAN FRANCISCOCA CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-22.46
02/16/23	CHECKCARD 0216 APPLE.COM/BILL 866-712-7753 CA 24692163047103059874996 CKCD 5818 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-4.38
02/16/23	CHECKCARD 0215 Lyft *Ride W SAN FRANCISCOCA CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-21.97
02/17/23	CHECKCARD 0216 APPLE.COM/BILL 866-712-7753 CA 24692163047103359815814 RECURRING CKCD 5818 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-12.03
02/27/23	CHECKCARD 0224 THE NMAAM 615-3018724 TN 24492163055000041463493 CKCD 8398 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-57.50
02/27/23	CHECKCARD 0224 LYFT *RIDE FRI 3PM lyft.com CA 24055233056400968689444 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-38.36
02/27/23	CHECKCARD 0225 LYFT *RIDE FRI 5PM lyft.com CA 24055233056400969047188 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-31.70
02/27/23	CHECKCARD 0225 LYFT *INCREASE TIP lyft.com CA 24055233057400965019065 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-2.00
02/27/23	CHECKCARD 0225 LYFT *CANCEL FEE lyft.com CA 24055233056400969081831 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-5.00
02/27/23	CHECKCARD 0225 LYFT *INCREASE TIP lyft.com CA 24055233057400965015816 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-2.00
02/28/23	CHECKCARD 0227 TOP GOLF NASHVILLE 034- 214-341-9600 TN 24431063058091749000011 CKCD 7999 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-160.00
Subtotal for card account # XXXX XXXX XXXX 6451		**-$357.40**
Card account # XXXX XXXX XXXX 7012		
02/21/23	CHECKCARD 0216 STAPLES 00106401 EVANSVILLE IN 24164073048105003100898 CKCD 5943 XXXXXXXXXXXX7012 XXXX XXXX XXXX 7012	-52.39
Subtotal for card account # XXXX XXXX XXXX 7012		**-$52.39**
Card account # XXXX XXXX XXXX 7307		
02/01/23	CHECKCARD 0131 LIFE STORAGE #730 NASHVILLE TN 02653903032000564845876 CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-146.37
02/01/23	CHECKCARD 0131 LIFE STORAGE #730 NASHVILLE TN 02653903032000564845959 CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-130.00
02/01/23	WM SUPERCENTER 02/01 #000391760 PURCHASE Wal-Mart Super Ce NASHVILLE TN	-198.00
02/01/23	USPS PO 476165 02/01 #000246494 PURCHASE 2245 ROSA L PARKS NASHVILLE TN	-1.26
02/02/23	CHECKCARD 0131 TENNESSEE QUICK C 615-965-5688 TN 82302353032001775203751 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-73.02
02/02/23	CHECKCARD 0201 WDW SPECIAL EVENT 4078285630 FL 52704873033200528101014 CKCD 7996 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-449.00

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Withdrawals and other debits - continued

Date	Description	Amount
02/02/23	CHECKCARD 0202 7-ELEVEN 41043 NASHVILLE TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-21.58
02/03/23	CHECKCARD 0202 AVIS RENT-A-CAR NASHVILLE TN 5270806303482540243390 2 CKCD 3389 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-257.91
02/06/23	BKOFAMERICA ATM 02/04 #000002156 WITHDRWL BORDEAUX NASHVILLE TN	-500.00
02/06/23	CHECKCARD 0203 AVIS.COM PREPAY 8003527900 VA 5270806303570004257038 0 CKCD 3389 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-153.05
02/06/23	STAPLES 1539 02/03 #000592234 PURCHASE STAPLES 1539 NASHVILLE TN	-367.46
02/06/23	CHECKCARD 0205 GOOGLE *Worksp Mountain ViewCA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.91
02/06/23	CHECKCARD 0206 PIZZAVILLE 3 NASHVILLE TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-19.40
02/07/23	PURCHASE 0206 Amazon.com*E327Z3 Amzn.com/billWA	-151.64
02/08/23	DOLLAR GE DG 1 02/08 #000965402 PURCHASE DOLLAR GE DG 1549 NASHVILLE TN	-21.00
02/10/23	CHECKCARD 0210 IPOSTALRENEWAL 8455795770 NY 5542950304171776066492 0 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
02/13/23	CHECKCARD 0211 IPOSTALGREENPLAN3 8455795770 NY 5542950304274591305093 6 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
02/14/23	WAL Wal-Mart S 02/14 #000112774 PURCHASE 0659 WAL-SAMS NASHVILLE (W) TN	-194.65
02/15/23	CHECKCARD 0215 SQ *VALET - PARKI gosq.com TN 5543286304620270195223 7 CKCD 7523 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-19.74
02/15/23	CHECKCARD 0215 WM SUPERCENTER NASHVILLE (W)TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-29.94
02/16/23	CHECKCARD 0214 TENNESSEE QUICK C 615-965-5688 TN 8230235304600127704395 6 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-71.93
02/16/23	CHECKCARD 0215 SH NASHVILLE F&B NASHVILLE TN 5550036304609131600008 8 CKCD 7011 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-38.65
02/17/23	PURCHASE 0216 LYFT 1 RIDE 02- 8558659553 CA	-41.57
02/21/23	PURCHASE 0217 SALAMA URBAN MINI NASHVILLE TN	-105.00
02/21/23	CHECKCARD 0217 TACO BELL #003441 NASHVILLE TN 5270487304983800712914 7 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-21.84
02/21/23	WAL Wal-Mart S 02/21 #000513713 PURCHASE 4435 WAL-SAMS NASHVILLE TN	-64.09
02/21/23	WAL Wal-Mart S 02/21 #000580396 PURCHASE 0659 WAL-SAMS NASHVILLE (W) TN	-113.94
02/23/23	PURCHASE 0221 CHICK-FIL-A #0288 NASHVILLE TN	-10.70
02/23/23	CHECKCARD 0222 STAPLES 001 NASHVILLE TN 1541019305410503296410 5 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-8.53
02/23/23	T-MOBILE 2014 02/23 #000603920 PURCHASE T-MOBILE 2014 W NASHVILLE TN	-84.98
02/24/23	CHECKCARD 0223 TARGET 000 NASHVILLE TN 1541019305409100750008 4 CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-126.99
02/24/23	CHECKCARD 0223 FIVE BELOW 628 NASHVILLE TN 0230537305550026264106 3 CKCD 5331 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-22.20
02/27/23	PURCHASE 0226 LYFT 3 RIDES 02 8558659553 CA	-76.56
02/27/23	CHECKCARD 0224 TST* Slim & Husky Nashville TN 5543286305620540753316 6 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-297.68
02/27/23	DOLLAR GENERAL 02/27 #000160272 PURCHASE DG 11816415 WEST NASHVILLE TN	-5.46

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Withdrawals and other debits - continued

Date	Description	Amount
02/28/23	CHECKCARD 0227 PROCARE SOFTWARE MEDFORD OR 7545084305849580175680 3 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
02/28/23	CHECKCARD 0228 WAL Wal-Mart S NASHVILLE TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-25.80
Subtotal for card account # XXXX XXXX XXXX 7307		**-$3,959.83**
Total withdrawals and other debits		**-$18,160.11**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 01/31/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ◯ Become a member of Preferred Rewards for Business has not been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
02/01	42,036.53	02/10	34,067.72	02/21	27,597.82
02/02	38,190.02	02/13	34,337.59	02/22	27,467.82
02/03	37,932.11	02/14	34,142.94	02/23	27,363.61
02/06	36,702.12	02/15	34,070.80	02/24	27,134.42
02/07	36,550.48	02/16	33,583.87	02/27	26,873.16
02/08	36,529.48	02/17	29,455.08	02/28	26,608.36

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Important Messages - Please Read

We want to make sure you stay up-to-date on changes, reminders, and other important details that could impact you.

Here is what you need to know about changes related to ATM and Debit Card fees.

- On September 19, 2022, we stopped charging a $5 Replacement ATM/Debit Card Fee if your card needs to be replaced.
- Starting May 23, 2023, we will stop charging an International Transaction Fee when an international purchase is processed in U.S. dollars.

  International purchases processed in a foreign currency will continue to be charged an International Transaction Fee equal to 3% of the U.S. dollar amount of the transaction.

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Business Advantage

Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

Your Business Advantage Fundamentals™ Banking

for March 1, 2023 to March 31, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on March 1, 2023	$26,608.36
Deposits and other credits	880.25
Withdrawals and other debits	-15,078.06
Checks	-0.00
Service fees	-0.45
Ending balance on March 31, 2023	**$12,410.10**

# of deposits/credits: 11

# of withdrawals/debits: 38

# of items-previous cycle[1]: 0

# of days in cycle: 31

Average ledger balance: $19,375.81

[1]*Includes checks paid, deposited items and other debits*

REMEMBER

You've got a banking partner ready to help.

As your dedicated Small Business Banker, I'm here to help with all of your business's financial needs and priorities.

357

BUSINESS ADVANTAGE

Contact me today.

Ben Gilchrist
615.819.5577
ben.gilchrist@bofa.com

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Deposits and other credits

Date	Description	Amount
03/06/23	PAYPAL DES:TRANSFER ID:1025647448747 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	269.32
03/06/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	52.00
03/08/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	26.00
03/09/23	META PAYMENTS IN DES:B6LM4VEJ57 ID:B6LM4VEJ57 INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LM4VEJ57\	100.00
03/13/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	106.00
03/14/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	26.00
03/15/23	PAYPAL DES:TRANSFER ID:1025820624500 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	68.93
03/20/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	80.00
03/22/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	26.00
03/27/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	46.00
03/28/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	80.00
Total deposits and other credits		**$880.25**

Withdrawals and other debits

Date	Description	Amount
03/02/23	GUSTO DES:FEE 460574 ID:6semjtmtcfi INDN:Black Lemonade CO ID:2453942850 CCD	-192.28

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Account security you can see

Check your security meter level and watch it rise as you take action to help protect against fraud. See it in the Mobile Banking app and Online Banking.

To learn more, visit **bofa.com/SecurityCenter** or **scan this code**.

When you use the QRC feature, certain information is collected from your mobile device for business purposes. Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

SSM-12-22-0030.A | 5197654

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Withdrawals and other debits - continued

Date	Description	Amount
03/02/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-26.42
03/03/23	GUSTO DES:NET 528619 ID:6semjtmdr4q INDN:Black Lemonade CO ID:9138864001 CCD	-3,429.12
03/03/23	GUSTO DES:TAX 528624 ID:6semjtmdr4r INDN:Black Lemonade CO ID:9138864001 CCD	-840.68
03/10/23	AMTRUST NA DES:PAYMENT ID:35727345 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-139.00
03/15/23	Farmers Ins Exch DES:EFT PYMT ID:fXXXXXXXXX INDN:. Black Lemonade CO ID:9496351303 CCD	-221.50
03/17/23	GUSTO DES:NET 815615 ID:6semjtqg82c INDN:Black Lemonade CO ID:9138864001 CCD	-3,876.21
03/17/23	GUSTO DES:TAX 815617 ID:6semjtqg84o INDN:Black Lemonade CO ID:9138864001 CCD	-919.01
03/28/23	Zelle Transfer Conf# baapwlos2; Me	-300.00
03/30/23	GUSTO DES:NET 990602 ID:6semjtsaedl INDN:Black Lemonade CO ID:9138864001 CCD	-2,985.13
03/30/23	GUSTO DES:TAX 990767 ID:6semjtsaedv INDN:Black Lemonade CO ID:9138864001 CCD	-766.34
Card account # XXXX XXXX XXXX 6451		
03/02/23	CHECKCARD 0302 LYFT *RIDE TUE 6PM lyft.com CA 24055233061400973343774 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-10.99
03/08/23	CHECKCARD 0308 LYFT *RIDE TUE 6PM lyft.com CA 24055233067400969397481 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-12.99
03/13/23	CHECKCARD 0310 LYFT *RIDE FRI 12PM lyft.com CA 24055233070400971691900 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-24.34
03/13/23	CHECKCARD 0310 TOP GOLF NASHVILLE 034- NASHVILLE TN 24431063070206488002309 CKCD 5812 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-188.16
03/13/23	CHECKCARD 0311 LYFT *RIDE FRI 3PM lyft.com CA 24055233071400972915158 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-21.05
Subtotal for card account # XXXX XXXX XXXX 6451		**-$257.53**
Card account # XXXX XXXX XXXX 7307		
03/01/23	KROGER #5 800 03/01 #000341920 PURCHASE KROGER #5 800 MON NASHVILLE TN	-40.50
03/02/23	CHECKCARD 0228 TENNESSEE QUICK C 615-965-5688 TN 82302353060001123919376 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-70.85
03/03/23	PURCHASE 0303 LYFT 1 RIDE 03- 8558659553 CA	-22.09
03/06/23	CHECKCARD 0305 GOOGLE *Worksp Mountain ViewCA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.91
03/07/23	PURCHASE 0306 PAYPAL *CANVAPTYL 4029357733	-14.99
03/09/23	CHECKCARD 0309 PAYPAL *METAPL San Jose CA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-15.00
03/10/23	PURCHASE 0308 CHICK-FIL-A #0392 NASHVILLE TN	-20.80
03/10/23	CHECKCARD 0309 TOP GOLF NASHVILL 2143419600 TN 55310203068091748000038 CKCD 7999 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-160.00
03/13/23	CHECKCARD 0310 WIX.COM 104463884 SAN FRANCISCOCA 82305093070000000708255 RECURRING CKCD 5734 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-131.10
03/13/23	CHECKCARD 0310 IPOSTALRENEWAL 8455795770 NY 55429503069743224475999 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
03/13/23	PURCHASE 0311 LYFT 2 RIDES 03 8558659553 CA	-60.79

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Withdrawals and other debits - continued

Date	Description	Amount
03/13/23	CHECKCARD 0311 IPOSTALRENEWAL 8455795770 NY 5542950307071539861422 0 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
03/16/23	CHECKCARD 0314 TENNESSEE QUICK C 615-965-5688 TN 8230235307400137198096 7 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-69.79
03/17/23	CHECKCARD 0316 WIX.COM 104550531 SAN FRANCISCOCA 8230509307500001535917 2 RECURRING CKCD 5734 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-185.69
03/23/23	PURCHASE 0323 AMZN Mktp US*H71U Amzn.com/billWA	-52.77
03/28/23	PURCHASE 0328 Amazon.com*HY16H9 Amzn.com/billWA	-50.66
03/28/23	PURCHASE 0328 AMZN Mktp US*HY7P Amzn.com/billWA	-8.90
03/30/23	CHECKCARD 0328 TENNESSEE QUICK C 615-965-5688 TN 8230235308800182688280 4 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-68.74
03/30/23	CHECKCARD 0329 PROCARE SOFTWARE MEDFORD OR 7545084308862630187462 1 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
03/31/23	CHECKCARD 0330 SQ *ALL PEOPLE CO Nashville TN 5543286308920512844348 0 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-7.93
03/31/23	CHECKCARD 0331 MCDONALD'S F60 NASHVILLE TN CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-34.35
Subtotal for card account # XXXX XXXX XXXX 7307		**-$1,124.84**
Total withdrawals and other debits		**-$15,078.06**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 02/28/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ◯ Become a member of Preferred Rewards for Business has not been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Date	Transaction description	Amount
03/07/23	PURCHASE 0306 PAYPAL *CANVAPTYL 4029357733 8513340306630924011031 5 CKCD 5045 XXXXXXXXXXXX7307 INTERNATIONAL TRANSACTION FEE	-0.45
Total service fees		**-$0.45**

Note your Ending Balance already reflects the subtraction of Service Fees.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
03/01	26,567.86	03/06	22,285.84	03/09	22,368.41
03/02	26,267.32	03/07	22,270.40	03/10	22,048.61
03/03	21,975.43	03/08	22,283.41	03/13	21,709.19

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Daily ledger balances - continued

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
03/14	21,735.19	03/20	16,611.92	03/28	16,351.59
03/15	21,582.62	03/22	16,637.92	03/30	12,452.38
03/16	21,512.83	03/23	16,585.15	03/31	12,410.10
03/17	16,531.92	03/27	16,631.15		

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

Business Advantage

Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Your Business Advantage Fundamentals™ Banking

for April 1, 2023 to April 30, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on April 1, 2023	$12,410.10
Deposits and other credits	3,314.46
Withdrawals and other debits	-12,981.05
Checks	-50.00
Service fees	-0.45
Ending balance on April 30, 2023	**$2,693.06**

# of deposits/credits: 15

# of withdrawals/debits: 32

# of items-previous cycle[1]: 0

# of days in cycle: 30

Average ledger balance: $7,321.80

[1]*Includes checks paid, deposited items and other debits*

REMEMBER

You've got a banking partner ready to help.

As your dedicated Small Business Banker, I'm here to help with all of your business's financial needs and priorities.

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BUSINESS ADVANTAGE

Contact me today.

Ben Gilchrist
615.819.5577
ben.gilchrist@bofa.com

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Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Bank of America, N.A. Member FDIC and Equal Housing Lender

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Deposits and other credits

Date	Description	Amount
04/03/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	46.00
04/04/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	46.00
04/07/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	56.00
04/11/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	182.00
04/12/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	56.00
04/14/23	Online Banking transfer from CHK 9481 Confirmation# 7849542682	500.00
04/17/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	49.63
04/17/23	PAYPAL DES:TRANSFER ID:IGMPUSF423DSNE7 INDN:BANK OF AMERICA CO ID:PAYPALSD11 PPD	15.00
04/19/23	Cash App DES:* Cash App ID:T3KR53KJZ6DR2EF INDN:Black Lemonade CO ID:8800429876 PPD	753.50
04/21/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	56.00
04/24/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	61.33
04/26/23	Online Banking transfer from CHK 9481 Confirmation# 7250561276	1,000.00
04/27/23	META PAYMENTS IN DES:B6LM5MH4FQ ID:B6LM5MH4FQ INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LM5MH4FQ\	225.00
04/27/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	56.00
04/28/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	212.00
Total deposits and other credits		**$3,314.46**

Important information about a trending payment scam

- **We will never** call and ask you to send money using Zelle® to yourself or anyone else.
- **We will never** contact you via phone or text to ask for a security code.
- If anyone reaches out to you and asks you to send money or provide a code, it is likely a scam. Bank of America will not do this.

Learn more about trending scams at **bofa.com/helpprotectyourself**

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Withdrawals and other debits

Date	Description	Amount
04/03/23	Online Banking transfer to CHK 9481 Confirmation# 7749546617	-1,276.00
04/03/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-26.47
04/04/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000430675 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-100.00
04/06/23	Cash App DES:* Cash App ID:T3JGY5X1CNPVDK5 INDN:Black Lemonade CO ID:8800429876 WEB	-120.00
04/11/23	AMTRUST NA DES:PAYMENT ID:35866488 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-139.00
04/12/23	TN Dept of Labor DES:SUTA ID:096965720411202 INDN:Black Lemonade CO ID:1626001445 CCD	-151.21
04/13/23	GUSTO DES:NET 351830 ID:6semjtva3m8 INDN:Black Lemonade CO ID:9138864001 CCD	-3,227.88
04/13/23	GUSTO DES:TAX 351819 ID:6semjtva3mg INDN:Black Lemonade CO ID:9138864001 CCD	-728.78
04/13/23	GUSTO DES:FEE 350976 ID:6semjtvurda INDN:Black Lemonade CO ID:2453942850 CCD	-179.17
04/17/23	Farmers Ins Exch DES:EFT PYMT ID:fXXXXXXXXX INDN:. Black Lemonade CO ID:9496351303 CCD	-110.75
04/18/23	GUSTO DES:NET 490979 ID:6semju1fnur INDN:Black Lemonade CO ID:9138864001 CCD	-415.58
04/18/23	GUSTO DES:TAX 490983 ID:6semju1fnuu INDN:Black Lemonade CO ID:9138864001 CCD	-68.84
04/24/23	CHASE CREDIT CRD DES:EPAY ID:6653241646 INDN:KAYMI BUTLER CO ID:5760039224 WEB	-300.00
04/27/23	GUSTO DES:NET 645198 ID:6semju3ab35 INDN:Black Lemonade CO ID:9138864001 CCD	-3,072.29
04/27/23	GUSTO DES:TAX 645365 ID:6semju3ab36 INDN:Black Lemonade CO ID:9138864001 CCD	-653.30
Card account # XXXX XXXX XXXX 7307		
04/04/23	CHECKCARD 0403 WIX.COM 14156399034 CA 5542950309386922046743 1 RECURRING CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-655.50
04/05/23	CHECKCARD 0405 GOOGLE *Worksp Mountain ViewCA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.91
04/05/23	WM SUPERCENTER 04/05 #000178235 PURCHASE Wal-Mart Super Ce NASHVILLE (W) TN	-34.70
04/06/23	WM SUPERCENTER 04/06 #000379511 PURCHASE Wal-Mart Super Ce EVANSVILLE, I IN	-73.64
04/10/23	PURCHASE 0406 PAYPAL *CANVAPTYL 4029357733	-14.99
04/10/23	CHECKCARD 0410 IPOSTALRENEWAL 8455795770 NY 5542950310086920690 6007 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
04/12/23	CHECKCARD 0411 IPOSTALRENEWAL 8455795770 NY 5542950310187034950 7966 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
04/12/23	USPS PO 4 2245 04/12 #000135400 PURCHASE USPS PO 4 2245 RO NASHVILLE TN	-7.37
04/13/23	CHECKCARD 0411 TENNESSEE QUICK C 615-965-5688 TN 8230235310200112076 2233 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-67.71
04/19/23	PMNT SENT 0418 CASH APP*JESSICA . / CA 5542950310885410337 1036 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1,350.00
04/25/23	CHECKCARD 0425 WENDYS 629 NASHVILLE TN CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-35.00
04/27/23	CHECKCARD 0425 TENNESSEE QUICK C 615-965-5688 TN 8230235311600156813 2018 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-66.69

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Withdrawals and other debits - continued

Date	Description	Amount
04/27/23	PMNT SENT 0426 CASH APP*CARISSA . / CA 5542950311685440477356 7 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-45.00
04/28/23	CHECKCARD 0426 CHICK-FIL-A #0392 NASHVILLE TN 0514048311771002609704 0 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-8.55
04/28/23	CHECKCARD 0428 CHIPOTLE ONLINE CHIPOTLE.COM CA 5531020311808371005671 8 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-21.74
Subtotal for card account # XXXX XXXX XXXX 7307		**-$2,411.78**
Total withdrawals and other debits		**-$12,981.05**

Checks

Date	Check #	Amount
04/20/23	1015	-50.00
Total checks		**-$50.00**
Total # of checks		**1**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 03/31/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ◯ Become a member of Preferred Rewards for Business has not been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Date	Transaction description	Amount
04/10/23	PURCHASE 0406 PAYPAL *CANVAPTYL 4029357733 8513340309731389056647 2 CKCD 5045 XXXXXXXXXXXX7307 INTERNATIONAL TRANSACTION FEE	-0.45
Total service fees		**-$0.45**

Note your Ending Balance already reflects the subtraction of Service Fees.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
04/01	12,410.10	04/11	10,278.45	04/20	5,285.30
04/03	11,153.63	04/12	10,165.88	04/21	5,341.30
04/04	10,444.13	04/13	5,962.34	04/24	5,102.63
04/05	10,398.52	04/14	6,462.34	04/25	5,067.63
04/06	10,204.88	04/17	6,416.22	04/26	6,067.63
04/07	10,260.88	04/18	5,931.80	04/27	2,511.35
04/10	10,235.45	04/19	5,335.30	04/28	2,693.06

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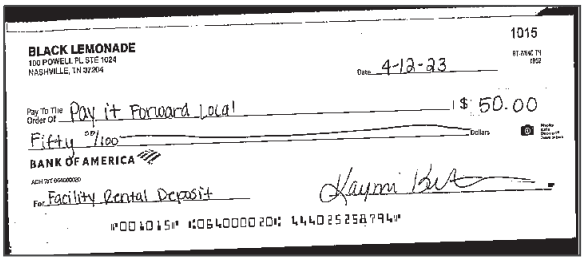
Check images

Account number: 4440 2525 8794
Check number: 1015 | Amount: $50.00


BLACK LEMONADE
100 POWELL PL, STE 1024
NASHVILLE, TN 37204

1015

Date 4-12-23

Pay To The Order Of Pay it Forward Local $ 50.00

Fifty 00/100 Dollars

BANK OF AMERICA

For Facility Rental Deposit

⑈001015⑈ ⑆064000020⑆ 4440252587 94⑈

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

BANK OF AMERICA
Preferred Rewards
For Business

Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Please see the **Important Messages - Please Read** section of your statement for important details that could impact you.

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Gold

for May 1, 2023 to May 31, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on May 1, 2023	$2,693.06
Deposits and other credits	8,858.67
Withdrawals and other debits	-9,568.68
Checks	-287.09
Service fees	-5.50
Ending balance on May 31, 2023	**$1,690.46**

# of deposits/credits: 33

# of withdrawals/debits: 58

# of items-previous cycle[1]: 1

# of days in cycle: 31

Average ledger balance: $2,862.12

[1]*Includes checks paid, deposited items and other debits*

Welcome to Preferred Rewards for Business

Congratulations — as a Gold tier member, you get rewarded for the business you do with no fees on select banking services, bonus rewards on eligible credit cards and more.

To learn more, visit **bankofamerica.com/BusinessWelcome**, schedule an appointment with a Small Business Specialist or call **888.BUSINESS (888.287.4637)**.

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Deposits and other credits

Date	Description	Amount
05/01/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	232.00
05/03/23	Wixcom DES:PAYOUT ID:TX33282397000XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX33282397000XT**3RX9ES5YRS30AHM5\ RMR*IK*TX33282397000XT Wix Payments\	165.59
05/03/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	52.00
05/05/23	BKOFAMERICA MOBILE 05/05 3689798942 DEPOSIT *MOBILE TN	250.00
05/05/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	26.00
05/05/23	AMZNL57HXCGY DES:AmazonSmil ID:15MYLU1LN9QMHH2 INDN:Black Lemonade CO ID:9215319235 CCD PMT INFO:payments.amazon.com ID#15MYLU1LN9QMHH2	5.00
05/08/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	173.03
05/08/23	META PAYMENTS IN DES:B6LM5SA8SN ID:B6LM5SA8SN INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LM5SA8SN\	85.00
05/08/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	56.00
05/09/23	Cash App DES:* Cash App ID:T3Q9P6G5QB5QAFT INDN:Black Lemonade CO ID:8800429876 PPD	125.00
05/09/23	Cash App DES:* Cash App ID:T3XT14E3JEXZ4N0 INDN:Black Lemonade CO ID:8800429876 PPD	90.00
05/09/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	56.00
05/11/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	61.33
05/11/23	CHECKCARD 0511 CHIPOTLE ONLINE CHIPOTLE.COM CA 5531020313108300808	52.95
05/11/23	PAYPAL DES:TRANSFER ID:FBMPUSA523Y3XEF INDN:BANK OF AMERICA CO ID:PAYPALSD11 PPD	20.00

continued on the next page

REMEMBER

You've got a banking partner ready to help.

As your dedicated Small Business Banker, I'm here to help with all of your business's financial needs and priorities.

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Contact me today.

Ben Gilchrist
615.819.5577
ben.gilchrist@bofa.com

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Deposits and other credits - continued

Date	Description	Amount
05/15/23	PAYPAL DES:TRANSFER ID:IGMPUSC5237YUML INDN:BANK OF AMERICA CO ID:PAYPALSD11 PPD	80.00
05/15/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	60.00
05/15/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	46.00
05/16/23	Wixcom DES:PAYOUT ID:TX33525359600XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX33525359600XT**3RX9ES5YWNPCAO2C\ RMR*IK*TX33525359600XT Wix Payments\	587.82
05/17/23	BKOFAMERICA MOBILE 05/17 3697061396 DEPOSIT *MOBILE TN	5,100.00
05/17/23	Wixcom DES:PAYOUT ID:TX33588610600XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX33588610600XT**3RZEKK5YXBJ7OYLN\ RMR*IK*TX33588610600XT Wix Payments\	340.25
05/19/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	56.00
05/22/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	441.52
05/22/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	70.00
05/22/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	20.00
05/22/23	AMZNT6NJ4ELY DES:AmazonSmil ID:4BQ64LAP7LRU1CK INDN:Black Lemonade CO ID:9215319235 CCD PMT INFO:payments.amazon.com ID#4BQ64LAP7LRU1CK	10.62
05/23/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	140.00
05/24/23	Wixcom DES:PAYOUT ID:TX33737006400XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX33737006400XT**47A8TG5Z04G9FLCS\ RMR*IK*TX33737006400XT Wix Payments\	101.56
05/24/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	48.00
05/30/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	109.92
05/30/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	107.08
05/30/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	70.00
05/31/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	20.00
Total deposits and other credits		**$8,858.67**

Withdrawals and other debits

Date	Description	Amount
05/02/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-37.69

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Withdrawals and other debits - continued

Date	Description	Amount
05/03/23	TN TLR cash withdrawal from CHK 8794	-90.00
05/03/23	GUSTO DES:FEE 833006 ID:6semju59p1j INDN:Black Lemonade CO ID:9138864007 CCD	-179.17
05/04/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000440939 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-100.00
05/10/23	AMTRUST NA DES:PAYMENT ID:36014228 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-139.00
05/11/23	GUSTO DES:NET 969787 ID:6semju6srn8 INDN:Black Lemonade CO ID:9138864001 CCD	-1,940.61
05/11/23	GUSTO DES:TAX 969786 ID:6semju6srna INDN:Black Lemonade CO ID:9138864001 CCD	-335.73
05/15/23	PAYPAL DES:INST XFER ID:METAPLATFOR INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-35.00
05/22/23	Zelle Transfer Conf# l1fbfwnt1; Me	-1,100.00
05/22/23	PAYPAL DES:INST XFER ID:ALIPAYUSINC INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-1,669.72
05/25/23	GUSTO DES:NET 265334 ID:6semju9jenk INDN:Black Lemonade CO ID:9138864001 CCD	-267.77
05/25/23	GUSTO DES:TAX 265385 ID:6semju9jenn INDN:Black Lemonade CO ID:9138864001 CCD	-44.38
05/26/23	Zelle Transfer Conf# eg75bsqcg; Me	-200.00
05/30/23	Zelle Transfer Conf# hhaoq0jg1; Me	-400.00
Card account # XXXX XXXX XXXX 6451		
05/01/23	CB&S BANK 05/01 #000945109 WITHDRWL 164 CASON LANE MURFREESBORO TN	-34.00
05/08/23	CHECKCARD 0505 LYFT *RIDE THU 5PM lyft.com CA 24055233126400968452195 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-18.92
05/30/23	PUBLIX SUPER M 05/27 #000849052 PURCHASE PUBLIX SUPER MAR MURFREESBORO TN	-79.90
Subtotal for card account # XXXX XXXX XXXX 6451		**-$132.82**
Card account # XXXX XXXX XXXX 7307		
05/01/23	CHECKCARD 0428 PROCARE SOFTWARE MEDFORD OR 75450843118757002221590 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
05/01/23	BKOFAMERICA ATM 05/01 #000003557 WITHDRWL BORDEAUX NASHVILLE TN	-60.00
05/03/23	WALGREENS 1104 05/03 #000848631 PURCHASE WALGREENS 1104 RO NASHVILLE TN	-3.59
05/03/23	USPS PO 4 2245 05/03 #000813030 PURCHASE USPS PO 4 2245 RO NASHVILLE TN	-38.45
05/05/23	PURCHASE 0504 LYFT *CANCEL FE SAN FRANCISCOCA	-5.00
05/05/23	STAPLES 1539 05/05 #000196558 PURCHASE STAPLES 1539 NASHVILLE TN	-13.49
05/05/23	CHECKCARD 0505 GOOGLE *Worksp Mountain ViewCA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.91
05/08/23	CHECKCARD 0506 CHIPOTLE ONLINE CHIPOTLE.COM CA 55310203126083746021348 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-143.01
05/08/23	PMNT SENT 0505 CASH APP*DEMARQUI . / CA 55429503125740275449842 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-75.00
05/08/23	PURCHASE 0506 LYFT *2 RIDES 0 SAN FRANCISCOCA	-76.98
05/09/23	CHECKCARD 0508 PROCARE SOFTWARE MEDFORD OR 75450843128799701031498 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00

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Withdrawals and other debits - continued

Date	Description	Amount
05/09/23	USPS PO 4 2245 05/09 #000114288 PURCHASE USPS PO 4 2245 RO NASHVILLE TN	-10.45
05/10/23	CHECKCARD 0510 IPOSTALRENEWAL 8455795770 NY 55429503130713969563528 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
05/11/23	CHECKCARD 0509 TENNESSEE QUICK C 615-965-5688 TN 82302353130001384669039 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-65.69
05/11/23	CHECKCARD 0511 IPOSTALRENEWAL 8455795770 NY 55429503131743122341917 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
05/16/23	USPS PO 4 2245 05/16 #000930296 PURCHASE USPS PO 4 2245 RO NASHVILLE TN	-10.55
05/18/23	PURCHASE 0517 METROPOLIS NASHVILLE TN	-16.25
05/18/23	CHECKCARD 0517 J ALEXANDER'S #28 NASHVILLE TN 52704873138968999500427 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-48.46
05/18/23	PURCHASE 0517 METROPOLIS NASHVILLE TN	-6.99
05/18/23	AUTOZONE 0346 05/18 #000417961 PURCHASE 3712 CLARKSVILLE NASHVILLE TN	-11.13
05/18/23	CHECKCARD 0518 NORTH 1ST STOP NASHVILLE TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.04
05/22/23	PURCHASE 0520 AMZN Mktp US*UL7T Amzn.com/billWA	-41.92
05/22/23	CHECKCARD 0521 vanleerstudios.co San FranciscoCA 15270213141000308303072 CKCD 5399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-330.00
05/23/23	WAL-MART #4435 05/23 #000233000 PURCHASE 3458 DICKERSON PI NASHVILLE TN	-63.92
05/24/23	LOWE'S #2851 3 05/24 #000288886 PURCHASE LOWE'S #2851 3460 NASHVILLE TN	-127.51
05/25/23	CHECKCARD 0523 TENNESSEE QUICK C 615-965-5688 TN 82302353144001560166226 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-64.70
05/25/23	CHECKCARD 0525 WM SUPERCENTER NASHVILLE TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-35.23
05/26/23	PMNT SENT 0526 CASH APP*DAVID SA San FranciscoCA 1230202314600018044507 1 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-100.00
05/26/23	CHECKCARD 0526 IN BARNES TAX NASHVILLE TN CKCD 7276 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-550.00
05/30/23	PURCHASE 0526 EB RUN THE TABLE. 8014137200 CA	-176.88
05/30/23	CHECKCARD 0527 HILTON HOTELS NASHVILLE TN 55436873148151488845118 CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-111.41
05/30/23	CHECKCARD 0527 HILTON HOTELS NASHVILLE TN 55436873148151488844426 CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-111.41
05/30/23	CHECKCARD 0527 CHICK-FIL-A #0392 NASHVILLE TN 05140483148710024885795 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-128.64
05/30/23	CHECKCARD 0528 Hilton Global Fnd MEMPHIS TN 12302023148004922416075 RECURRING CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1.00
05/30/23	CHECKCARD 0528 Hilton Global Fnd MEMPHIS TN 12302023148004922415077 RECURRING CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1.00
05/30/23	DOLLAR GENERAL 05/29 #000175424 PURCHASE DG 11816415 WEST NASHVILLE TN	-14.20
05/31/23	CHECKCARD 0530 LIFE STORAGE #730 NASHVILLE TN 02653903151000646028082 CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-255.00
Subtotal for card account # XXXX XXXX XXXX 7307		**-$2,896.79**
Total withdrawals and other debits		**-$9,568.68**

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Checks

Date	Check #	Amount
05/01/23	1018	-287.09
Total checks		**-$287.09**
Total # of checks		**1**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 04/28/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ◯ Become a member of Preferred Rewards for Business has not been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Date	Transaction description	Amount
05/01/23	Check Image Service Fee	-3.00
05/01/23	CB&S BANK 05/01 #000945109 WITHDRWL 164 CASON LANE MURFREESBORO TN FEE CKCD XXXXXXXXXXXX6451	-2.50
05/31/23	Prfd Rwds for Bus-Check Image Fee Waiver of $3	-0.00
Total service fees		**-$5.50**

Note your Ending Balance already reflects the subtraction of Service Fees.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
05/01	2,459.47	05/10	2,512.44	05/22	3,826.85
05/02	2,421.78	05/11	294.70	05/23	3,902.93
05/03	2,328.16	05/15	445.70	05/24	3,924.98
05/04	2,228.16	05/16	1,022.97	05/25	3,512.90
05/05	2,479.76	05/17	6,463.22	05/26	2,662.90
05/08	2,479.88	05/18	6,370.35	05/30	1,925.46
05/09	2,661.43	05/19	6,426.35	05/31	1,690.46

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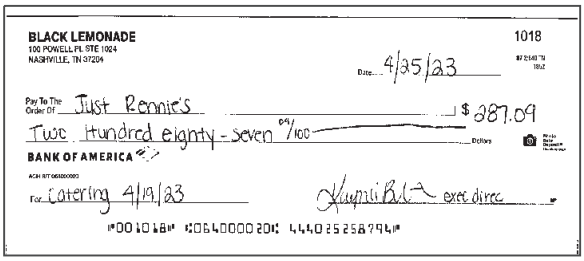
Check images

Account number: 4440 2525 8794
Check number: 1018 | Amount: $287.09


BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

1018

Date 4/25/23

Pay To The Order Of Just Bennie's $ 287.09

Two Hundred eighty-seven 09/100 Dollars

BANK OF AMERICA

For Catering 4/19/23

exec direc

⑈001018⑈ ⑆064000020⑆ 4440252587 94⑈

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Important Messages - Please Read

We want to make sure you stay up-to-date on changes, reminders, and other important details that could impact you.

Good news – we are lowering and eliminating fees related to international wires and transactions!

Starting May 21, we will lower the Incoming International Wire Transfer Fee from $16 to $15.

As a reminder, on May 23, 2023, we will stop charging an International Transaction Fee when an international debit card purchase is processed in U.S. dollars. However, keep in mind, debit card purchases processed in a foreign currency will continue to be charged the International Transaction Fee which is equal to 3% of the U.S. dollar amount of the transaction.

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

BANK OF AMERICA
Preferred Rewards
For Business

Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Gold

for June 1, 2023 to June 30, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on June 1, 2023	$1,690.46
Deposits and other credits	31,187.16
Withdrawals and other debits	-31,639.02
Checks	-0.00
Service fees	-0.00
Ending balance on June 30, 2023	**$1,238.60**

# of deposits/credits: 58

# of withdrawals/debits: 148

# of items-previous cycle[1]: 1

# of days in cycle: 30

Average ledger balance: $3,295.39

[1]*Includes checks paid, deposited items and other debits*

REMEMBER

You've got a banking partner ready to help.

As your dedicated Small Business Banker, I'm here to help with all of your business's financial needs and priorities.

387

BUSINESS ADVANTAGE

Contact me today.

Ben Gilchrist
615.819.5577
ben.gilchrist@bofa.com

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Bank of America, N.A. Member FDIC and Equal Housing Lender

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Deposits and other credits

Date	Description	Amount
06/01/23	PAYPAL DES:TRANSFER ID:1027328734726 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	7,767.99
06/01/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	20.00
06/02/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	400.00
06/05/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	572.00
06/05/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	100.00
06/06/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	230.00
06/06/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	70.00
06/07/23	PAYPAL DES:TRANSFER ID:1027462867481 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	236.81
06/07/23	CHECKCARD 0606 WAL-MART #1263 EVANSVILLE IN 5548382315840000628	68.04
06/08/23	Cash App DES:* Cash App ID:T3AC00F7ZVES1DH INDN:Black Lemonade CO ID:8800429876 PPD	206.00
06/08/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	149.50
06/09/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	208.00
06/12/23	BKOFAMERICA MOBILE 06/10 3714279391 DEPOSIT *MOBILE TN	1,500.00
06/12/23	Cash App DES:* Cash App ID:T3WMFJ4MY5YVES6 INDN:Black Lemonade CO ID:8800429876 PPD	1,080.00
06/12/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	142.00
06/12/23	PURCHASE REFUND 0611 Amazon.com WA 5543286316220649920937 7 CKCD 5942 XXXXXXXXXXXX7307	70.07

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BUSINESS ADVANTAGE

View your key business metrics all in one place.

Track the trends that matter most to your business, from cash flow and expense management to accounting and payroll data, all within Business Advantage 360.[1]

To learn more, visit bankofamerica.com/ConnectedApps or just scan this code.

When you use the QRC feature, certain information is collected from your mobile device for business purposes.

[1] You must be enrolled in Business Advantage 360, our small business online banking, or Mobile Banking to use Cash Flow Monitor and Connected Apps, and have an eligible Bank of America® small business deposit account. Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

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Deposits and other credits - continued

Date	Description	Amount
06/12/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	70.00
06/12/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	70.00
06/12/23	Wixcom DES:PAYOUT ID:TX34112177000XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX34112177000XT**3S7Z7O5Z6URNATRT\ RMR*IK*TX34112177000XT Wix Payments\	67.50
06/12/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	20.00
06/13/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	280.00
06/13/23	Cash App DES:* Cash App ID:T3317TYPSH4JR7W INDN:Black Lemonade CO ID:8800429876 PPD	280.00
06/13/23	Wixcom DES:PAYOUT ID:TX34123835600XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX34123835600XT**3RZEKK5Z7RQIL1GA\ RMR*IK*TX34123835600XT Wix Payments\	43.48
06/14/23	Wixcom DES:PAYOUT ID:TX34182227700XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX34182227700XT**444NB85Z8FMKCEUY\ RMR*IK*TX34182227700XT Wix Payments\	548.66
06/14/23	PAYPAL DES:TRANSFER ID:1027582937831 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	453.35
06/14/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	215.00
06/15/23	CASH APP*CASH 06/15 #000168466 PMNT RCVD CASH APP*CASH OUT SAN FRANCISCO CA	1,144.61
06/15/23	Zelle Transfer Conf# XXXXXXXXX; Paula Smith Lavender	1,000.00
06/15/23	Online Banking transfer from CHK 9481 Confirmation# 7285033146	102.00
06/15/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	55.00
06/16/23	Online Banking transfer from CHK 9481 Confirmation# 7693911890	1,000.00
06/16/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	291.60
06/20/23	BKOFAMERICA MOBILE 06/20 3718812272 DEPOSIT *MOBILE TN	4,000.00
06/20/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	323.00
06/20/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	140.00
06/20/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	85.00
06/20/23	Wixcom DES:PAYOUT ID:TX34262864800XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX34262864800XT**3RX9ES5Z9MHQA6J9\ RMR*IK*TX34262864800XT Wix Payments\	43.48
06/20/23	KROGER #5 3930 06/17 #000103941 REFUND KROGER #5 3930 CL NASHVILLE TN	4.37
06/21/23	BKOFAMERICA MOBILE 06/21 3722621539 DEPOSIT *MOBILE TN	5,000.00

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Deposits and other credits - continued

Date	Description	Amount
06/21/23	Wixcom DES:PAYOUT ID:TX34332769900XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX34332769900XT**47A8TG5ZB8JJ2HFA\ RMR*IK*TX34332769900XT Wix Payments\	348.46
06/21/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	70.00
06/21/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	60.00
06/21/23	Wixcom DES:PAYOUT ID:TX34282055600XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX34282055600XT**444NB85ZAJRWGBLJ\ RMR*IK*TX34282055600XT Wix Payments\	43.48
06/22/23	META PAYMENTS IN DES:B6LCC2U49R ID:B6LCC2U49R INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LCC2U49R\	580.00
06/22/23	Eventbrite, INC. DES:EDI PYMNTS ID:3-65264649 INDN:Black Lemonade CO ID:2141888467 CCD PMT INFO:RMR*IV*575169526537**215*215\	215.00
06/22/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	110.00
06/22/23	PURCHASE REFUND 0621 AMZN Mktp US 8662161072 WA 5543286317220970028663 8 CKCD 5942 XXXXXXXXXXXX7307	15.99
06/23/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	270.00
06/26/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	614.60
06/26/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	168.00
06/26/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	155.00
06/26/23	CHECKCARD 0622 WM SUPERCENTER #1 EVANSVILLE IN 0543684317440019335	10.74
06/27/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	140.00
06/27/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	100.00
06/28/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	40.00
06/28/23	wixpos DES:wixpos ID:ST-M0Q7Y8T2G5Q0 INDN:BLACK LEMONADE CO ID:1800948598 CCD	20.43
06/30/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	85.00
06/30/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	83.00
Total deposits and other credits		**$31,187.16**

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Withdrawals and other debits

Date	Description	Amount
06/02/23	Customer Withdrawal Image	-4,500.00
06/02/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-61.18
06/05/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000900145 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-100.00
06/05/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-70.00
06/06/23	GUSTO DES:FEE 555468 ID:6semjucnmnb INDN:Black Lemonade CO ID:9138864007 CCD	-179.17
06/08/23	GUSTO DES:NET 591586 ID:6semjudf11t INDN:Black Lemonade CO ID:9138864001 CCD	-711.46
06/08/23	GUSTO DES:TAX 591588 ID:6semjudf11v INDN:Black Lemonade CO ID:9138864001 CCD	-128.97
06/09/23	Zelle Transfer Conf# fcu7zlxty; KAYA CRAWFORD	-68.00
06/09/23	AMTRUST NA DES:PAYMENT ID:36158592 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-139.00
06/09/23	AMTRUST NA DES:PAYMENT ID:36150948 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-129.00
06/12/23	Zelle Transfer Conf# fuktjjg7v; KAYA CRAWFORD	-41.41
06/12/23	Zelle Transfer Conf# cmc3x0ekh; Me	-100.00
06/16/23	TN TLR cash withdrawal from CHK 8794	-500.00
06/20/23	Online Banking transfer to CHK 9481 Confirmation# 7404702040	-688.28
06/22/23	Zelle Transfer Conf# ftuzc7oj4; Me	-200.00
06/22/23	GUSTO DES:NET 876709 ID:6semjugonmv INDN:Black Lemonade CO ID:9138864001 CCD	-7,248.78
06/22/23	GUSTO DES:TAX 876713 ID:6semjugonn0 INDN:Black Lemonade CO ID:9138864001 CCD	-1,892.76
06/26/23	Online Banking transfer to CHK 9481 Confirmation# 7378405595	-100.00
06/26/23	Zelle Transfer Conf# aa8ujmlg1; Me	-350.00

Card account # XXXX XXXX XXXX 6451

06/05/23	PUBLIX SUPER M 06/03 #000953697 PURCHASE PUBLIX SUPER MAR MURFREESBORO TN	-53.00
06/05/23	KROGER #5 800 06/03 #000611758 PURCHASE KROGER #5 800 MON NASHVILLE TN	-17.52
06/05/23	KROGER FUEL #9 06/03 #000960147 PURCHASE KROGER FUEL #950 NASHVILLE TN	-5.51
06/07/23	CHECKCARD 0607 WAL Wal-Mart S NASHVILLE TN CKCD 5411 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-35.53
06/09/23	CHECKCARD 0608 UNLEASHED BRANDS 800-960-4778 TX 24492153159715510096245 CKCD 7996 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-179.99
06/12/23	CHECKCARD 0609 LYFT *RIDE FRI 9AM lyft.com CA 24055233161400971278187 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-60.95
06/12/23	CHECKCARD 0609 UBER TRIP HELP.UBER.COMCA 24492153160745660853670 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-55.99
06/12/23	CHECKCARD 0609 URBAN AIR ADVENTURE PAR BEDFORD TX 24492153160717652358265 CKCD 7999 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-321.00
06/12/23	CHECKCARD 0610 LYFT *RIDE FRI 1PM lyft.com CA 24055233161400975186212 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-50.07
06/14/23	CHECKCARD 0613 LYFT *CANCEL FEE lyft.com CA 24055233165400966051215 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-5.00
06/14/23	CHECKCARD 0613 LYFT *CANCEL FEE lyft.com CA 24055233165400966116521 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-5.00

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Withdrawals and other debits - continued

Date	Description	Amount
06/14/23	CHECKCARD 0614 WAL-MART #5616 NASHVILLE TN CKCD 5411 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-20.89
06/16/23	CHECKCARD 0615 DD DOORDASH ZAXBYS 855-973-1040 CA 24492153166717493661210 CKCD 5812 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-16.58
06/16/23	CHECKCARD 0615 DD DOORDASH WENDYS 855-973-1040 CA 24492153166715493542125 CKCD 5812 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-73.14
06/16/23	CHECKCARD 0615 LYFT *RIDE THU 9AM lyft.com CA 24055233167400966581730 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-40.66
06/16/23	CHECKCARD 0615 LYFT *RIDE THU 11AM lyft.com CA 24055233167400967623499 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-21.38
06/16/23	CHECKCARD 0615 UBER* TRIP WWW.UBER.COM CA 24492163166000042425620 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-9.20
06/16/23	CHECKCARD 0615 KROGER #880 NASHVILLE TN 24445003166300629850125 CKCD 5411 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-4.66
06/20/23	CHECKCARD 0615 ALDI 70047 NASHVILLE TN 24427333167710041742530 CKCD 5411 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-53.90
06/22/23	BKOFAMERICA ATM 06/22 #000003081 WITHDRWL MCDONALDS - STONES MURFREESBORO TN	-500.00
06/30/23	BKOFAMERICA ATM 06/30 #000003413 WITHDRWL 17TH AND CHURCH NASHVILLE TN	-300.00
Subtotal for card account # XXXX XXXX XXXX 6451		**-$1,829.97**

Card account # XXXX XXXX XXXX 7307

06/01/23	PURCHASE 0531 WINGSTOP 2131 OLO NASHVILLE TN	-25.54
06/01/23	CHECKCARD 0601 7-ELEVEN 41043 NASHVILLE TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.02
06/02/23	CHECKCARD 0601 LIBRARY GARAGE NASHVILLE TN 55547533153091835000785 CKCD 7523 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-12.00
06/02/23	CHECKCARD 0602 IMPRINT.COM HOUSTON TX 82305093153000016192205 RECURRING CKCD 7299 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-885.01
06/05/23	CHECKCARD 0602 HILTON HOTELS NASHVILLE TN 55436873154171544837686 CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-249.04
06/05/23	CHECKCARD 0601 SONIC DRIVE IN #2 NASHVILLE TN 05140483153710045897755 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-55.88
06/05/23	CHECKCARD 0603 Hilton Global Fnd MEMPHIS TN 12302023154002111662070 RECURRING CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-2.00
06/05/23	WAL-MART #7020 06/03 #000764400 PURCHASE 5511 MURFREESBORO LA VERGNE TN	-276.74
06/05/23	PURCHASE 0604 CHIPOTLE ONLINE CHIPOTLE.COM CA	-21.74
06/05/23	WAL-MART #1263 06/04 #000289300 PURCHASE 401 N BURKHART RD EVANSVILLE IN	-84.20
06/05/23	CHECKCARD 0605 GOOGLE *Worksp Mountain ViewCA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.91
06/05/23	USPS PO 1 801 06/05 #000925374 PURCHASE USPS PO 1 801 N W EVANSVILLE IN	-9.24
06/06/23	SAMSCLUB #8123 06/06 #000807500 PURCHASE 6770 E VIRGINIA S EVANSVILLE IN	-165.32
06/06/23	WM SUPERCENTER 06/06 #000329375 PURCHASE Wal-Mart Super Ce EVANSVILLE, I IN	-68.04
06/06/23	WAL-MART #1263 06/06 #000043100 PURCHASE 401 N BURKHART RD EVANSVILLE IN	-63.59
06/07/23	CHECKCARD 0606 Walmart.com Bentonville AR CKCD 5310 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-48.54
06/07/23	PURCHASE 0607 AMZN Mktp US*U96Z 8662161072 WA	-10.98

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Withdrawals and other debits - continued

Date	Description	Amount
06/07/23	PURCHASE 0607 Amazon.com*NV5DX8 WA	-70.07
06/07/23	CHECKCARD 0607 MURPHY7114ATWA EVANSVILLE IN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-29.19
06/08/23	CHECKCARD 0606 TENNESSEE QUICK C 6159655688 TN 8230235315800188194131 8 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-63.74
06/08/23	CHECKCARD 0607 BLACK LEMONADE NASHVILLE TN 7545084315893010097320 3 CKCD 8351 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-20.00
06/08/23	CHECKCARD 0607 FREDDY'S 19-0013 EVANSVILLE IN 0543684315950013860726 6 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-34.58
06/08/23	CHECKCARD 0608 WINGS ETC - 0069 HENDERSON KY 0531461315950021596650 6 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-15.89
06/08/23	CHECKCARD 0608 MCDONALD'S F57 EVANSVILLE IN CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-40.58
06/08/23	CHECKCARD 0608 MCDONALD'S F57 EVANSVILLE IN CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-2.14
06/08/23	NST THE HOME D 06/08 #000270001 PURCHASE 5230 PEARL DR EVANSVILLE IN	-8.50
06/08/23	WAL-MART #1341 06/08 #000149700 PURCHASE 335 SO. RED BANK EVANSVILLE W IN	-120.38
06/08/23	CHECKCARD 0608 WAL-MART #1341 EVANSVILLE WIN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-34.94
06/09/23	PURCHASE 0609 AMZN Mktp US*2833 8662161072 WA	-133.90
06/09/23	CHECKCARD 0608 VANNGO 6153982574 TN 5550629315987286044936 7 CKCD 4900 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-300.00
06/09/23	CHECKCARD 0608 FREDDY'S 54-0007 SMYRNA TN 0543684316050014089176 4 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.86
06/09/23	CHECKCARD 0609 SHEIN.COM 1885298505 CA 1230202316000130053307 8 CKCD 5651 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-110.49
06/09/23	PURCHASE 0609 SQ *JAE'S INFLATA 8774174551 IN	-250.00
06/12/23	CHECKCARD 0608 FAZOLIS 1756 EVANSVILLE IN 7542855316093840207687 2 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-15.10
06/12/23	PURCHASE 0608 SHEIN.COM 8448022500 CA	-29.93
06/12/23	PURCHASE 0609 SQ *JAE'S INFLATA 8774174551 IN	-75.00
06/12/23	PURCHASE 0610 LYFT *2 RIDES 0 8552800278 CA	-114.90
06/12/23	CHECKCARD 0610 CHIPOTLE ONLINE 9495244000 CA 5531020316108372821908 0 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-21.74
06/12/23	CHECKCARD 0610 IPOSTALRENEWAL 8455795770 NY 5542950316171576572628 4 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
06/12/23	PMNT SENT 0610 CASH APP*MIKEESHA 9712757579 CA 1230202316100201128976 9 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-98.44
06/12/23	CHECKCARD 0610 TOMMYS-EXPRESS.CO HOLLAND MI 8271116316100002677544 4 CKCD 7542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-20.00
06/12/23	CHECKCARD 0611 TST* HAWKER'S ASI NASHVILLE TN 0230537316250022834076 8 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-22.95
06/12/23	PMNT SENT 0611 CASH APP*JALEN ED 9712757579 CA 1230202316200237685907 2 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-98.36
06/12/23	CHECKCARD 0611 IPOSTALRENEWAL 8455795770 NY 5542950316271792323126 3 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
06/13/23	CHECKCARD 0613 IPOSTALSCHEDULEPI 8455795770 NY 5542950316471915740436 6 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1.00
06/13/23	CHECKCARD 0612 SAMSCLUB #8294 NASHVILLE TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-26.81

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Withdrawals and other debits - continued

Date	Description	Amount
06/13/23	SAMSCLUB #8294 06/13 #000911100 PURCHASE 1300 ANTIOCH PIKE NASHVILLE TN	-296.39
06/14/23	PURCHASE 0614 AMZN Mktp US*1Y67 8662161072 WA	-181.94
06/14/23	CHECKCARD 0613 STAPLES 001 NASHVILLE TN 15410193165105032041843 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-100.62
06/14/23	PURCHASE 0614 AMZN Mktp US*S83R 8662161072 WA	-13.98
06/14/23	PURCHASE 0614 AMZN Mktp US*T44O 8662161072 WA	-26.98
06/14/23	FIVE BELO 6625 06/14 #000205389 PURCHASE FIVE BELO 6625 E EVANSVILLE IN	-26.68
06/14/23	BEAUTY PL 3205 06/14 #000264317 PURCHASE BEAUTY PL 3205 CO EVANSVILLE IN	-38.49
06/15/23	CHECKCARD 0613 DOLLAR DAYS INTER 4809228155 AZ 25247803165001091079034 CKCD 5199 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-221.80
06/15/23	PURCHASE 0614 LYFT *2 RIDES 0 8552800278 CA	-22.54
06/15/23	CHECKCARD 0614 SQ *THOMPSON PLAC 8774174551 TN 55432863165207605785711 CKCD 7999 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-2,250.00
06/15/23	PMNT SENT 0615 CASH APP*DENISE S 9712757579 CA 1230202316527356803976 8 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-80.00
06/15/23	PMNT SENT 0615 CASH APP*DJ CRISI 9712757579 CA 1230202316527358891976 7 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-375.00
06/16/23	PMNT SENT 0615 CASH APP*DENISE S 9712757579 CA 1230202316600111485207 2 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-160.00
06/16/23	CHECKCARD 0615 VANNGO 6153982574 TN 55506293166872620486114 CKCD 4900 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1,487.00
06/16/23	PMNT SENT 0616 CASH APP*THYGODDE 9712757579 CA 1230202316700260509507 1 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-25.00
06/16/23	CONTAINERSTORE 06/16 #000608553 PURCHASE 2121 GREEN HILLS NASHVILLE TN	-208.55
06/16/23	LOWE'S #629 70 06/16 #000113001 PURCHASE LOWE'S #629 7034 NASHVILLE TN	-360.13
06/20/23	BKOFAMERICA ATM 06/17 #000002697 WITHDRWL BORDEAUX NASHVILLE TN	-1,000.00
06/20/23	PURCHASE 0616 LYFT *1 RIDE 06 8552800278 CA	-7.67
06/20/23	PURCHASE 0617 AMZN Mktp US*JY8A 8662161072 WA	-59.38
06/20/23	CHECKCARD 0617 IPOSTALSCHEDULEPI 8455795770 NY 55429503168717789045348 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-2.00
06/20/23	NST THE HOME D 06/16 #000278103 PURCHASE 2535 POWELL AVE NASHVILLE TN	-50.54
06/20/23	CHECKCARD 0617 THORNTONS #060 Antioch TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-29.14
06/20/23	CHECKCARD 0617 MID-SOUTH PRODUCE NASHVILLE TN 72301823169900011500012 CKCD 5199 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-306.00
06/20/23	SAMSCLUB #8294 06/17 #000501900 PURCHASE 1300 ANTIOCH PIKE NASHVILLE TN	-198.57
06/20/23	WAL-MART #0659 06/17 #000239000 PURCHASE 7044 CHARLOTTE PI NASHVILLE TN	-76.52
06/20/23	CHECKCARD 0617 KROGER #533 NASHVILLE TN 05436843168300223304401 CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-36.97
06/21/23	PMNT SENT 0620 CASH APP*DJ CRISI 9712757579 CA 1230202317100124316507 6 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-125.00
06/21/23	CHECKCARD 0621 WIX.COM 4156399034 CA 55429503172715395486298 RECURRING CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-36.05
06/21/23	FIVE BELO 500 06/21 #000515688 PURCHASE FIVE BELO 500 GEN SMYRNA TN	-43.90

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Withdrawals and other debits - continued

Date	Description	Amount
06/21/23	CHECKCARD 0621 7-ELEVEN 41043 NASHVILLE TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-27.77
06/21/23	BKOFAMERICA ATM 06/21 #000007167 WITHDRWL BORDEAUX NASHVILLE TN	-80.00
06/22/23	CHECKCARD 0620 TENNESSEE QUICK C 6159655688 TN 82302353172001624084378 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-62.78
06/22/23	CHECKCARD 0621 ST MARK GYRO LLC LA VERGNE TN 55417343173131733177728 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-16.05
06/22/23	PURCHASE 0621 METROPOLIS PARKIN TN	-3.19
06/22/23	PURCHASE 0621 Amazon.com*W131W2 WA	-36.49
06/22/23	CHECKCARD 0622 WM SUPERCENTER HENDERSON KY CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-46.59
06/22/23	WM SUPERCENTER 06/22 #000535900 PURCHASE Wal-Mart Super Ce EVANSVILLE IN	-22.00
06/22/23	CHECKCARD 0622 WAL-MART #1341 EVANSVILLE WIN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-24.72
06/23/23	CHECKCARD 0616 U-HAUL MOVING & S NASHVILLE TN 02305373173100144418686 CKCD 7513 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-126.49
06/23/23	CHECKCARD 0621 U-HAUL MOVING & S 8007893638 TN 02305373173100144418769 CKCD 7513 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-40.54
06/23/23	CHECKCARD 0622 CVS/PHARMACY #062 EVANSVILLE IN 02305373174000533250568 CKCD 5912 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-5.99
06/23/23	CHECKCARD 0622 DOMINO'S 1458 HENDERSON KY 05436843174000316391156 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-15.78
06/26/23	PMNT SENT 0623 CASH APP*DENISE S 9712757579 CA 12302023174002636522078 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-80.00
06/26/23	CHECKCARD 0624 L2G*SERVICEFEE TN 6157412286 TN 55432863175200523248787 CKCD 9399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-0.46
06/26/23	CHECKCARD 0624 L2G*TN SOS ANNUAL 6157412286 TN 55432863175200523246005 CKCD 9399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-20.00
06/26/23	CHECKCARD 0624 WENDYS 639 ANTIOCH TN CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-7.64
06/26/23	CHECKCARD 0624 SQ *OLD MILL CAMP Cookeville TN 55432863175200593841909 CKCD 5499 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-36.30
06/26/23	CHECKCARD 0625 L2G*CUMMINS FALLS 9314327606 TN 55432863176200814923899 CKCD 9399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-13.18
06/26/23	CHECKCARD 0624 RACEWAY 770 LEBANON TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-26.35
06/26/23	RACEWAY 770 06/24 #000890600 PURCHASE 1137 SPARTA PIKE LEBANON TN	-2.73
06/26/23	DOLLAR GENERAL 06/25 #000210555 PURCHASE DG 1473014048 OLD SMYRNA TN	-12.94
06/26/23	CHECKCARD 0625 Waffle House SMYRNA TN 12302023176001313154948 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-13.20
06/26/23	CHECKCARD 0625 NASHVILLE SOUNDS NASHVILLE TN 55263523177091000013881 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30.05
06/27/23	CHECKCARD 0626 STAPLES 001 NASHVILLE TN 15410193178105032051169 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-35.50
06/28/23	CHECKCARD 0626 5TH AND BROADWAY NASHVILLE TN 55547503178200015501397 CKCD 7523 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.00
06/28/23	CHECKCARD 0627 PROCARE SOFTWARE MEDFORD OR 75450843178019701938538 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
06/29/23	CHECKCARD 0627 EXXON 7-ELEVEN 41 NASHVILLE TN 55639953179758000036872 CKCD 5541 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-20.00

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Withdrawals and other debits - continued

Date	Description	Amount
06/29/23	CHECKCARD 0629 WAL Wal-Mart S HENDERSON KY CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-24.16
06/30/23	CHECKCARD 0629 TACO JOHNS 9834 EVANSVILLE IN 75265863180031201960283 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.66
06/30/23	CHECKCARD 0630 L2G*TNSOS CHARITY 6157412555 TN 55432863181202320724327 CKCD 9399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.00
06/30/23	CHECKCARD 0630 CIRCLE K 00084 EVANSVILLE IN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-28.38
Subtotal for card account # XXXX XXXX XXXX 7307		**-$12,601.04**
Total withdrawals and other debits		**-$31,639.02**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 05/31/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ◯ $5,000+ combined average monthly balance in linked business accounts has not been met
- ✓ Become a member of Preferred Rewards for Business has been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
06/01	9,442.89	06/12	3,971.17	06/22	949.18
06/02	4,384.70	06/13	4,250.45	06/23	1,030.38
06/05	4,100.92	06/14	5,047.88	06/26	1,285.87
06/06	3,924.80	06/15	4,400.15	06/27	1,490.37
06/07	4,035.34	06/16	2,785.45	06/28	1,462.80
06/08	3,209.66	06/20	4,872.33	06/29	1,418.64
06/09	2,097.42	06/21	10,081.55	06/30	1,238.60

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

BANK OF AMERICA
Preferred Rewards
For Business

Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Gold

for July 1, 2023 to July 31, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on July 1, 2023	$1,238.60
Deposits and other credits	56,949.38
Withdrawals and other debits	-42,265.27
Checks	-9,300.00
Service fees	-0.00
Ending balance on July 31, 2023	**$6,622.71**

# of deposits/credits: 38

# of withdrawals/debits: 138

# of items-previous cycle[1]: 0

# of days in cycle: 31

Average ledger balance: $15,750.26

[1]*Includes checks paid, deposited items and other debits*

REMEMBER

You've got a banking partner ready to help.

As your dedicated Small Business Banker, I'm here to help with all of your business's financial needs and priorities.

401

BUSINESS ADVANTAGE

Contact me today.

Ben Gilchrist
615.819.5577
ben.gilchrist@bofa.com

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Bank of America, N.A. Member FDIC and Equal Housing Lender

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Deposits and other credits

Date	Description	Amount
07/03/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	1,126.00
07/03/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	85.00
07/03/23	Cash App DES:* Cash App ID:T3VHS90RE9V6V2T INDN:Black Lemonade CO ID:8800429876 PPD	25.00
07/05/23	BKOFAMERICA MOBILE 07/04 3793319050 DEPOSIT *MOBILE TN	5,000.00
07/05/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	90.00
07/06/23	CHECKCARD 0705 IMPRINT.COM 8005306218 TX 8230509318700000304	29.95
07/06/23	META PAYMENTS IN DES:B6LAC8MUVE ID:B6LAC8MUVE INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LAC8MUVE\	20.00
07/07/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	486.50
07/07/23	Zelle Transfer Conf# XXXXXXXXX; Kaymi Alyse Butler	130.00
07/07/23	CASH APP*CASH 07/07 #000182563 PMNT RCVD CASH APP*CASH OUT SAN FRANCISCO CA	49.12
07/07/23	Transfer PAYPAL	46.37
07/07/23	CASH APP*CASH 07/07 #000229494 PMNT RCVD CASH APP*CASH OUT SAN FRANCISCO CA	14.43
07/10/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	534.50
07/10/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	155.00
07/10/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	85.00
07/10/23	Wixcom DES:PAYOUT ID:TX34708946500XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX34708946500XT**444NB85ZHYJU941V\ RMR*IK*TX34708946500XT Wix Payments\	36.69
07/11/23	Zelle Transfer Conf# XXXXXXXXX; Kaymi Alyse Butler	200.00

continued on the next page

Account security you can see

Check your security meter level and watch it rise as you take action to help protect against fraud. See it in the Mobile Banking app and Online Banking.

To learn more, visit **bofa.com/SecurityCenter** or **scan this code**.

When you use the QRC feature, certain information is collected from your mobile device for business purposes. Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

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Deposits and other credits - continued

Date	Description	Amount
07/11/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	199.50
07/12/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	35.00
07/13/23	METRONASHVILLEAP DES:ACH 071123 ID:689418 INDN:BLACK LEMONADE CO ID:BXXXXXXXXX CTX PMT INFO:RMR*IV*3**45370.2*45370.2*0\DTM*003*2022 1222\	45,370.20
07/13/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	201.00
07/13/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	15.00
07/14/23	Wixcom DES:PAYOUT ID:TX34831382900XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX34831382900XT**3S7Z7O5ZKCVPE2EI\ RMR*IK*TX34831382900XT Wix Payments\	194.30
07/14/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	97.00
07/17/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	424.50
07/17/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	423.00
07/19/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	70.00
07/20/23	PURCHASE REFUND 0720 AMZN Mktp US 8662161072 WA 5543286320120572053011 7 CKCD 5942 XXXXXXXXXXXX7307	48.49
07/21/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	183.00
07/21/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	133.83
07/24/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	824.62
07/24/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:2470259040 CCD	85.00
07/24/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	2.29
07/25/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	105.00
07/26/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	202.10
07/27/23	PURCHASE REFUND 0727 AMZN Mktp US 8662161072 WA 5543286320820768920993 4 CKCD 5942 XXXXXXXXXXXX7307	116.99
07/27/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	70.00
07/31/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	35.00
Total deposits and other credits		**$56,949.38**

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Withdrawals and other debits

Date	Description	Amount
07/03/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-182.64
07/05/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000458108 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-100.00
07/06/23	GUSTO DES:FEE 179911 ID:6semjuk5ded INDN:Black Lemonade CO ID:9138864007 CCD	-205.39
07/07/23	Zelle Transfer Conf# b43yfjlbz; KAYA CRAWFORD	-639.20
07/07/23	Zelle Transfer Conf# baes20r3i; Kayla	-1.00
07/07/23	Zelle Transfer Conf# h3cv1cajt; Mikeesha Wallace	-1.00
07/07/23	Zelle Transfer Conf# forwan6gz; MARIO EBERHART	-1.00
07/07/23	Zelle Transfer Conf# cdwwhx2d4; MARIO EBERHART	-672.74
07/07/23	Zelle Transfer Conf# c8j1ma7rr; Kayla	-1,429.00
07/07/23	Zelle Transfer Conf# gg8kcl9uc; Mikeesha Wallace	-959.30
07/07/23	Zelle Transfer Conf# dv4gfc1xu; Jalen Edwards	-1.00
07/07/23	Zelle Transfer Conf# e9d567pps; Jalen Edwards	-926.35
07/07/23	Zelle Transfer Conf# dslmzop46; ALEXIAH DAVIS	-1.00
07/07/23	Zelle Transfer Conf# h0au03el2; ALEXIAH DAVIS	-1,071.36
07/07/23	Zelle Transfer Conf# g4oo8todc; Taraya Bush	-1.00
07/07/23	Zelle Transfer Conf# bdd97f1l6; Taraya Bush	-551.32
07/10/23	PAYPAL DES:INST XFER ID:METAPLATFOR INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-5.61
07/11/23	Online Banking transfer to CHK 9481 Confirmation# 7610776700	-35.00
07/13/23	Zelle Transfer Conf# gpiy4t6q3; Me	-5,000.00
07/14/23	Zelle Transfer Conf# guugoljk2; Me	-2,000.00
07/14/23	CHASE CREDIT CRD DES:EPAY ID:6830872471 INDN:KAYMI BUTLER CO ID:5760039224 WEB	-3,000.00
07/18/23	PAYPAL DES:INST XFER ID:DOLLARDAYSI INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-596.09
07/19/23	Zelle Transfer Conf# idw4c0245; Jalen Edwards	-29.00
07/19/23	Zelle Transfer Conf# dsm4d5fr3; Mikeesha Wallace	-35.00
07/19/23	Zelle Transfer Conf# c3ep1hlo6; MARIO EBERHART	-7.00
07/19/23	Zelle Transfer Conf# h49qwl6xg; MARIO EBERHART	-570.00
07/20/23	GUSTO DES:NET 546759 ID:6semjunld4o INDN:Black Lemonade CO ID:9138864001 CCD	-6,721.70
07/20/23	GUSTO DES:TAX 547340 ID:6semjunld4p INDN:Black Lemonade CO ID:9138864001 CCD	-1,607.24
07/26/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-70.00
07/31/23	Zelle payment to CARL LARRIEU for "Videography for National Lemonade Day"; Conf# bjs35l0mb	-500.00
07/31/23	PAYPAL DES:INST XFER ID:CHICK-FIL-A 04 INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-108.00

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Withdrawals and other debits - continued

Date	Description	Amount
Card account # XXXX XXXX XXXX 6451		
07/03/23	CHECKCARD 0630 L2G*METRO PARKS 615-862 NASHVILLE TN 24692163182102900145965 CKCD 9399 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-107.42
07/07/23	CHECKCARD 0706 LYFT *RIDE THU 1PM lyft.com CA 24055233188400968668977 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-49.60
07/10/23	CHECKCARD 0707 LYFT *RIDE THU 2PM lyft.com CA 24055233189400970216061 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-67.90
07/12/23	FAMILY DOLLAR 07/12 #000359400 PURCHASE 2600 JEFFERSON ST NASHVILLE TN	-20.76
07/17/23	CHECKCARD 0714 LYFT *RIDE FRI 9AM lyft.com CA 24055233196400966167600 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-17.69
07/17/23	CHECKCARD 0715 LYFT *RIDE FRI 3PM lyft.com CA 24055233197400967628625 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-23.12
07/18/23	CHECKCARD 0717 LYFT *RIDE MON 1PM lyft.com CA 24055233199400968455695 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-24.92
07/18/23	CHECKCARD 0717 LYFT *CANCEL FEE lyft.com CA 24055233199400968316863 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-5.00
07/18/23	CHECKCARD 0718 Walmart.com Bentonville AR CKCD 5310 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-97.19
07/18/23	CHECKCARD 0718 WM SUPERCENTER NASHVILLE TN CKCD 5411 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-10.32
07/19/23	CHECKCARD 0718 ESCAPE EXPERIENCE - NA HTTPSWWW.ESCATN 24011343199000031522669 CKCD 7999 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-192.00
07/21/23	CHECKCARD 0719 WAVE - *Mr Bond Science 615-5859683 TN 24906413200178706897685 CKCD 7929 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-300.00
07/24/23	CHECKCARD 0722 UBER TRIP HELP.UBER.COMCA 24492153203717119265623 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-9.69
07/24/23	CHECKCARD 0721 LYFT *RIDE FRI 10AM lyft.com CA 24055233203400972554321 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-11.49
07/24/23	CHECKCARD 0721 LYFT *RIDE FRI 10AM lyft.com CA 24055233203400972601437 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-11.54
07/24/23	CHECKCARD 0721 L2G*METRO PARKS 615-862 NASHVILLE TN 24692163203107398756293 CKCD 9399 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-132.99
07/24/23	CHECKCARD 0721 L2G*METRO PARKS 615-862 NASHVILLE TN 24692163203107398756301 CKCD 9399 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-12.28
07/24/23	CHECKCARD 0722 UBER TRIP HELP.UBER.COMCA 24492153203719136182781 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-10.83
07/24/23	CHECKCARD 0721 LYFT *RIDE FRI 12PM lyft.com CA 24055233203400972849804 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-16.22
07/24/23	CHECKCARD 0721 LYFT *RIDE FRI 12PM lyft.com CA 24055233203400972667818 CKCD 4121 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-13.77
Subtotal for card account # XXXX XXXX XXXX 6451		**-$1,134.73**
Card account # XXXX XXXX XXXX 7307		
07/03/23	CHECKCARD 0630 LIFE STORAGE #730 6156478674 TN 02653903182000667670542 CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-226.00
07/03/23	CHECKCARD 0630 DD/BR #357273 EVANSVILLE IN 52704873182838000422405 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.15
07/03/23	WHOLEFDS 4039 07/01 #000001945 PURCHASE WHOLEFDS 4039 HI NASHVILLE TN	-10.51
07/03/23	CHECKCARD 0702 SHELL SERVICE NASHVILLE TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-29.50

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Withdrawals and other debits - continued

Date	Description	Amount
07/05/23	CHECKCARD 0703 SQ *SHAKE SHACK Nashville TN 5543286318420038641069 7 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-18.57
07/05/23	CHECKCARD 0703 LIBRARY GARAGE NASHVILLE TN 5554753318509183700093 4 CKCD 7523 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-20.00
07/05/23	WHITE BISON CO 07/04 #000017800 PURCHASE 5202 CENTENNIAL B NASHVILLE TN	-3.22
07/05/23	CHECKCARD 0705 GOOGLE *Worksp Mountain ViewCA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.91
07/06/23	CHECKCARD 0704 TENNESSEE QUICK C 6159655688 TN 8230235318600126818919 8 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-61.84
07/06/23	PMNT SENT 0705 CASH APP*DENISE S 9712757579 CA 1230202318600110668707 8 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-80.00
07/06/23	PMNT SENT 0705 CASH APP*KALECE F 9712757579 CA 1230202318600414508107 1 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-20.00
07/06/23	DOLLAR GE DG 1 07/06 #000656207 PURCHASE DOLLAR GE DG 1636 NASHVILLE TN	-55.64
07/07/23	CHECKCARD 0705 L2G*HADLEY CENTER NASHVILLE TN 5543286318720119291128 9 CKCD 9399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30.69
07/07/23	CHECKCARD 0705 L2G*HADLEY CENTER NASHVILLE TN 5543286318720119291127 1 CKCD 9399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30.69
07/07/23	PMNT SENT 0706 CASH APP*LEXI 9712757579 CA 1230202318700200557307 9 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-20.00
07/07/23	PMNT SENT 0706 CASH APP*BRENNEN 9712757579 CA 1230202318700212555807 5 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-17.00
07/07/23	PMNT SENT 0706 CASH APP*DAVID SA 9712757579 CA 1230202318700218294207 1 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-100.00
07/07/23	CHECKCARD 0707 CASH APP*THE LIVI 4153753176 TN 5542950318885419217060 7 CKCD 7299 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-50.00
07/07/23	CHECKCARD 0707 HUCK'S FOOD & MADISONVILLE KY CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-22.73
07/10/23	CHECKCARD 0707 WPY*AlonzoErica R 8559993729 TN 5543286318820156109293 4 CKCD 7999 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-330.00
07/10/23	CHECKCARD 0709 SQ *WALDOS CHICKE Nashville TN 5543286319020221714888 6 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-15.27
07/10/23	CHECKCARD 0710 IPOSTALRENEWAL 8455795770 NY 5542950319171330971572 7 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
07/10/23	CHECKCARD 0710 THORNTONS #008 North HendersKY CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-24.83
07/11/23	CHECKCARD 0710 TACO JOHNS 9834 EVANSVILLE IN 7526586319108510093369 9 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.66
07/12/23	CHECKCARD 0711 IPOSTALRENEWAL 8455795770 NY 5542950319271745605105 8 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
07/13/23	WAL Wal-Mart S 07/13 #000136816 PURCHASE 0659 WAL-SAMS NASHVILLE (W) TN	-90.26
07/13/23	CHECKCARD 0713 WM SUPERCENTER NASHVILLE (W)TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-13.22
07/13/23	WHOLEFDS 1202 07/13 #000719339 PURCHASE WHOLEFDS 1202 BR NASHVILLE TN	-36.47
07/14/23	PURCHASE 0713 AMZN Mktp US*YA02 8662161072 WA	-256.54
07/14/23	BKOFAMERICA ATM 07/14 #000005665 WITHDRWL 12TH AND CHURCH NASHVILLE TN	-500.00

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Withdrawals and other debits - continued

Date	Description	Amount
07/17/23	PURCHASE 0715 LYFT *2 RIDES 0 8552800278 CA	-30.94
07/17/23	PMNT SENT 0714 CASH APP*DENISE S 9712757579 CA 1230202319500249406407 7 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-80.00
07/17/23	PMNT SENT 0714 CASH APP*AMARI BU 9712757579 CA 1230202319500261850807 4 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-175.00
07/17/23	CHECKCARD 0714 WALTHERS GOLF AND 8126464472 IN 5543687319527195267999 1 CKCD 7999 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-195.00
07/18/23	PMNT SENT 0718 CASH APP*ABBY PAT 9712757579 CA 1230202319900210996107 7 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-190.00
07/18/23	PMNT SENT 0718 CASH APP*TODICEA 9712757579 CA 1230202319900210965807 9 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-190.00
07/19/23	PURCHASE 0718 LYFT *1 RIDE 07 8552800278 CA	-22.69
07/19/23	PURCHASE 0718 LYFT *CANCEL FE 8552800278 CA	-5.00
07/20/23	PURCHASE 0719 LYFT *3 RIDES 0 8552800278 CA	-42.11
07/20/23	CHECKCARD 0718 TENNESSEE QUICK C 6159655688 TN 8230235320000199393287 2 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-60.91
07/20/23	CHECKCARD 0719 Wix Balance Adjus 4154499034 CA 1527021320000060737107 5 CKCD 8999 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-243.48
07/20/23	PMNT SENT 0719 CASH APP*LEXI 9712757579 CA 1230202320000193168907 7 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-120.00
07/20/23	CHECKCARD 0719 EVANSVILLE ZOO IN 8271116320000001527965 8 CKCD 8398 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-162.00
07/21/23	CHECKCARD 0719 SIGNATURE TRANSPO 6152445466 TN 8520799320190001995612 3 CKCD 4789 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-2,674.21
07/21/23	PURCHASE 0721 AMZN Mktp US*IO10 8662161072 WA	-91.98
07/21/23	PMNT SENT 0720 CASH APP*CORNELIO 9712757579 CA 1230202320100227464107 0 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-175.00
07/21/23	PMNT SENT 0720 CASH APP*THREE S 9712757579 CA 1230202320100228475507 6 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-175.00
07/21/23	PMNT SENT 0720 CASH APP*DAVID SA 9712757579 CA 1230202320100269523707 8 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-100.00
07/21/23	CHECKCARD 0721 WIX.COM 4156399034 CA 5542950320271395010248 7 RECURRING CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-36.05
07/24/23	PMNT SENT 0721 CASH APP*LEXI 9712757579 CA 1230202320200192887207 2 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30.00
07/24/23	PMNT SENT 0722 CASH APP*THREE S 9712757579 CA 1230202320300617913907 0 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-175.00
07/24/23	PMNT SENT 0722 CASH APP*CORNELIO 9712757579 CA 1230202320300617891007 5 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-175.00
07/24/23	PMNT SENT 0722 CASH APP*DENISE S 9712757579 CA 1230202320300736988707 2 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-80.00
07/24/23	PMNT SENT 0723 CASH APP*LEXI 9712757579 CA 1230202320400156598607 6 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-80.00
07/25/23	CHECKCARD 0724 SQ *ASPIRE 8774174551 TN 5543286320520691949770 0 CKCD 5691 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1,750.00
07/25/23	WAL Wal-Mart S 07/25 #000802506 PURCHASE 0659 WAL-SAMS NASHVILLE (W) TN	-58.29
07/26/23	CHECKCARD 0725 L2G*TNSOS CHARITY 6157412555 TN 5543286320620715649264 3 CKCD 9399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.00
07/26/23	CHECKCARD 0725 IPOSTALSCHEDULEPI 8455795770 NY 5542950320674568757218 2 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-3.00

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continued on the next page

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Withdrawals and other debits - continued

Date	Description	Amount
07/26/23	CHECKCARD 0725 FELLER LIMOUSINE EVANSVILLE IN 75454913206900011243573 CKCD 7512 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-600.00
07/26/23	PMNT SENT 0726 CASH APP*HALEY CR 9712757579 CA 1230202320600344892207 8 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-80.00
07/26/23	PMNT SENT 0726 CASH APP*LEXI 9712757579 CA 1230202320700103821607 4 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-25.00
07/26/23	CHECKCARD 0726 WAL Wal-Mart S EVANSVILLE IN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-35.88
07/27/23	CHECKCARD 0726 LITTLE CAESARS 36 EVANSVILLE IN 0543684320850013373308 4 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-33.09
07/27/23	CHECKCARD 0726 LITTLE CAESARS 36 EVANSVILLE IN 0543684320850013373316 7 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-18.65
07/27/23	FIVE BELO 6625 07/26 #000133010 PURCHASE FIVE BELO 6625 E EVANSVILLE IN	-29.69
07/27/23	WM SUPERCENTER 07/26 #000386751 PURCHASE Wal-Mart Super Ce EVANSVILLE, I IN	-54.85
07/28/23	MOBILE PURCHASE 0726 CHICK-FIL-A #0432 EVANSVILLE IN	-38.88
07/28/23	CHECKCARD 0727 PROCARE SOFTWARE MEDFORD OR 7545084320817140177389 9 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
07/28/23	CHECKCARD 0727 HOLIDAY WORLD & S SANTA CLAUS IN 5554650320809158500105 7 CKCD 7996 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-2,051.46
07/28/23	CHECKCARD 0727 HOLIDAY WORLD & S SANTA CLAUS IN 5554650320809158700339 0 CKCD 7996 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-37.99
07/28/23	CHECKCARD 0727 HOLIDAY WORLD & S SANTA CLAUS IN 5554650320809158700436 4 CKCD 7996 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-192.54
07/28/23	CHECKCARD 0727 HOLIDAY WORLD & S SANTA CLAUS IN 5554650320809158800589 9 CKCD 7996 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-128.36
07/28/23	CHECKCARD 0727 HOLIDAY WORLD & S SANTA CLAUS IN 5554650320809158800902 4 CKCD 7996 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-3.20
07/28/23	SCHNUCKS EVANS 07/28 #000723840 PURCHASE SCH EVANSVILLE W4 EVANSVILLE IN	-81.15
07/28/23	DOLLAR GE DG 2 07/28 #000616029 PURCHASE DOLLAR GE DG 2037 EVANSVILLE IN	-27.18
07/28/23	STAPLES 1845 07/28 #000219350 PURCHASE STAPLES 1845 SMYRNA TN	-14.16
07/31/23	CHECKCARD 0728 DOUBLETREE HOTELS 8124235002 IN 5543687321017210857509 4 CKCD 3692 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-192.06
07/31/23	CHECKCARD 0728 TACOJOHNS9833 HENDERSON KY 7526586320917790176739 0 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-11.21
07/31/23	CHECKCARD 0728 CHICK-FIL-A #0392 NASHVILLE TN 0514048321071002891840 5 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-248.54
07/31/23	CHECKCARD 0728 SIGNATURE TRANSPO 6152445466 TN 8520799321090001086961 3 CKCD 4789 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-534.83
07/31/23	PMNT SENT 0729 CASH APP*DAVID SA 9712757579 CA 1230202321000294341807 3 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-100.00
07/31/23	CHECKCARD 0729 Hilton Global Fnd 9013744000 TN 1230202321000380962907 6 RECURRING CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-2.00
07/31/23	CHECKCARD 0730 LIFE STORAGE #730 6156478674 TN 0265390321200055140313 7 CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-226.00
07/31/23	CHECKCARD 0730 WAL Wal-Mart S NASHVILLE TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-13.54
Subtotal for card account # XXXX XXXX XXXX 7307		**-$14,102.60**
Total withdrawals and other debits		**-$42,265.27**

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Checks

Date	Check #	Amount
07/11/23	1016	-300.00

Date	Check #	Amount
07/28/23	1017	-9,000.00
Total checks		**-$9,300.00**
Total # of checks		**2**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 06/30/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ◯ $5,000+ combined average monthly balance in linked business accounts has not been met
- ✓ Become a member of Preferred Rewards for Business has been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Date	Transaction description	Amount
07/31/23	Prfd Rwds for Bus-Check Image Fee Waiver of $3	-0.00
Total service fees		**-$0.00**

Note your Ending Balance already reflects the subtraction of Service Fees.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
07/01	1,238.60	07/12	1,040.88	07/21	22,299.07
07/03	1,909.38	07/13	41,487.13	07/24	22,452.17
07/05	6,846.68	07/14	36,021.89	07/25	20,748.88
07/06	6,473.76	07/17	36,347.64	07/26	20,127.10
07/07	624.20	07/18	35,234.12	07/27	20,177.81
07/10	981.79	07/19	34,443.43	07/28	8,523.89
07/11	1,036.63	07/20	25,534.48	07/31	6,622.71

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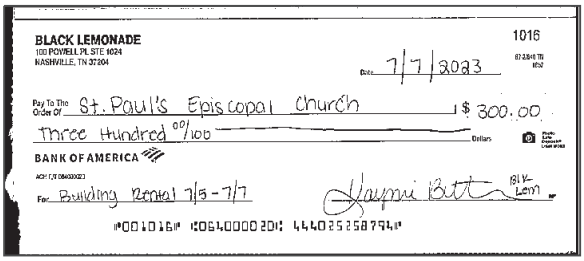
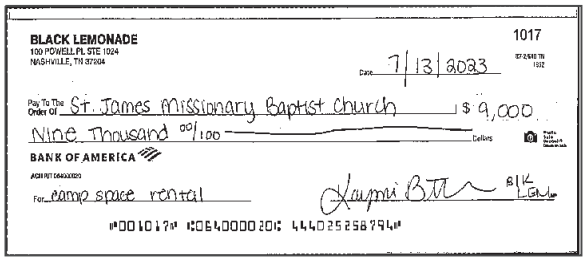
Check images

Account number: 4440 2525 8794

Check number: 1016 | Amount: $300.00


BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204
1016
Date 7/7/2023
Pay To The Order Of St. Paul's Episcopal Church $ 300.00
Three Hundred 00/100 Dollars
BANK OF AMERICA
For Building Rental 7/5-7/7
⑈001016⑈ ⑆064000020⑆ 4440252587 94⑈

Check number: 1017 | Amount: $9,000.00


BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204
1017
Date 7/13/2023
Pay To The Order Of St. James Missionary Baptist Church $ 9,000.
Nine Thousand 00/100 Dollars
BANK OF AMERICA
For camp space rental
⑈001017⑈ ⑆064000020⑆ 4440252587 94⑈

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Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Please see the **Important Messages - Please Read** section of your statement for important details that could impact you.

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Gold

for August 1, 2023 to August 31, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on August 1, 2023	$6,622.71
Deposits and other credits	142,934.65
Withdrawals and other debits	-58,750.34
Checks	-6,500.00
Service fees	-0.00
Ending balance on August 31, 2023	**$84,307.02**

# of deposits/credits: 14

# of withdrawals/debits: 58

# of items-previous cycle[1]: 2

# of days in cycle: 31

Average ledger balance: $44,487.46

[1]*Includes checks paid, deposited items and other debits*

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[1] Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply. When you use the QRC feature, certain information is collected from your mobile device for business purposes.

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Deposits and other credits

Date	Description	Amount
08/02/23	Counter Credit	985.00
08/02/23	Zelle Transfer Conf# XXXXXXXXX; Kaymi Alyse Butler	600.00
08/02/23	Zelle Transfer Conf# M0009Pee9; KAYMI BUTLER	500.00
08/02/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	60.00
08/04/23	BKOFAMERICA ATM 08/04 #000009847 DEPOSIT SAM RIDLEY PARKWAY SMYRNA TN	300.00
08/04/23	Zelle Transfer Conf# XXXXXXXXX; Kaymi Alyse Butler	200.00
08/07/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	50.00
08/07/23	Wixcom DES:PAYOUT ID:TX35306028500XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX35306028500XT**3RX9ES5ZT2XUMZ7U\ RMR*IK*TX35306028500XT Wix Payments\	43.48
08/08/23	Counter Credit	282.03
08/09/23	META PAYMENTS IN DES:B6LEB607BN ID:B6LEB607BN INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LEB607BN\	140.00
08/14/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	49.00
08/18/23	METRONASHVILLEAP DES:ACH 081623 ID:695488 INDN:BLACK LEMONADE CO ID:BXXXXXXXXX CTX PMT INFO:RMR*IV*07212023**139662.5*139662.5*0\DTM *003*20230721\	139,662.50
08/22/23	FACEBOOK INC DES:B9Q309WL0B ID:B9Q309WL0B INDN:BANK OF AMERICA CO ID:7201665019 CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B9Q309WL0B\	22.64
08/23/23	META PAYMENTS IN DES:B6LI9QND2V ID:B6LI9QND2V INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LI9QND2V\	40.00
Total deposits and other credits		**$142,934.65**

Withdrawals and other debits

Date	Description	Amount

continued on the next page

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Withdrawals and other debits - continued

Date	Description	Amount
08/02/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-173
08/03/23	GUSTO CCD DES:NET 874756 ID:6semjur0thj INDN:Black Lemonade CO ID:9138864001	-6,081.78
08/03/23	GUSTO CCD DES:TAX 871184 ID:6semjur0thk INDN:Black Lemonade CO ID:9138864001	-1,468.14
08/04/23	Zelle Transfer Conf# befp7oywt; Kayla	-895.95
08/04/23	GUSTO CCD DES:FEE 936494 ID:6semjurjho3 INDN:Black Lemonade CO ID:9138864007	-192.28
08/04/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000456638 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-100.00
08/09/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-64.75
08/10/23	AMTRUST NA DES:PAYMENT ID:36457441 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-129.00
08/14/23	Online Banking transfer to CHK 9481 Confirmation# 7503736392	-50.00
08/17/23	GUSTO CCD DES:NET 212074 ID:6semjutundb INDN:Black Lemonade CO ID:9138864001	-106.32
08/17/23	GUSTO CCD DES:TAX 211926 ID:6semjutundc INDN:Black Lemonade CO ID:9138864001	-17.62
08/18/23	Zelle Transfer Conf# b910dzf6e; Uncle	-2,000.00
08/18/23	Zelle Transfer Conf# c4xkge3t0; Paula Smith Lavendar	-1,000.00
08/18/23	Zelle Transfer Conf# d4rce9izj; Mommy ICE	-11,000.00
08/18/23	Zelle Transfer Conf# b3qa3afwi; Me	-1,000.00
08/21/23	Zelle Transfer Conf# gq73r5re4; pwr	-12.04
08/21/23	Zelle Transfer Conf# apu8kspa9; pwr	-4,737.96
08/21/23	Zelle Transfer Conf# a05nomatg; Grandaddy	-27.00
08/21/23	Zelle Transfer Conf# iuqr96e0p; Grandaddy	-6,973.00
08/21/23	Zelle Transfer Conf# b1jximvfh; Me	-8,000.00
08/21/23	CHASE CREDIT CRD DES:EPAY ID:6909657838 INDN:KAYMI BUTLER CO ID:5760039224 WEB	-706.17
08/21/23	TN Dept of Labor DES:SUTA ID:096965720819202 INDN:Black Lemonade CO ID:1626001445 CCD	-542.51
08/21/23	PAYPAL DES:INST XFER ID:METAPLATFOR INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-99.88
08/21/23	PAYPAL DES:INST XFER ID:METAPLATFOR INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-3.05
08/22/23	Zelle Transfer Conf# gi48ywit0; Me	-5,000.00
08/22/23	Zelle Transfer Conf# gxxzgh0z7; Me	-1,000.00
08/31/23	GUSTO CCD DES:NET 524121 ID:6semjv12c44 INDN:Black Lemonade CO ID:9138864001	-2,736.19
08/31/23	GUSTO CCD DES:TAX 523908 ID:6semjv12c45 INDN:Black Lemonade CO ID:9138864001	-721.81
Card account # XXXX XXXX XXXX 6451		
08/22/23	CHECKCARD 0822 WM SUPERCENTER NASHVILLE TN CKCD 5411 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-12.16
08/28/23	CHECKCARD 0828 WAL-MART #5182 MURFREESBORO TN CKCD 5411 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-33.68

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Withdrawals and other debits - continued

Date	Description	Amount
08/31/23	STAPLES 0453 08/31 #000839826 PURCHASE STAPLES 0453 MURFREESBORO TN	-108.08
Subtotal for card account # XXXX XXXX XXXX 6451		**-$153.92**
Card account # XXXX XXXX XXXX 7307		
08/02/23	PURCHASE 0801 B2B Prime*TH5UC8X 8882804331 WA	-129.00
08/03/23	CHECKCARD 0801 TENNESSEE QUICK C 6159655688 TN 8230235321400188960049 6 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-59.99
08/07/23	CHECKCARD 0805 GOOGLE *Worksp Mountain ViewCA CKCD 7311 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.91
08/07/23	KROGER #5 800 08/06 #000518267 PURCHASE KROGER #5 800 MON NASHVILLE TN	-65.49
08/11/23	CHECKCARD 0810 IPOSTALRENEWAL 8455795770 NY 5542950322271713788621 5 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
08/11/23	CHECKCARD 0811 PAYPAL *DRAMAN San Jose CA CKCD 8211 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-12.95
08/11/23	DOLLAR-GENERAL 08/11 #000288317 PURCHASE DG 066802403 LEBA NASHVILLE TN	-5.46
08/14/23	CHECKCARD 0811 IPOSTALRENEWAL 8455795770 NY 5542950322371729679117 1 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
08/14/23	CHECKCARD 0813 DNCSS NASH ARENA NASHVILLE TN 5543286322620325603672 5 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-44.67
08/17/23	CHECKCARD 0815 TENNESSEE QUICK C 6159655688 TN 8230235322800111881113 2 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-59.09
08/21/23	CHECKCARD 0820 WIX.COM 107151248 4154494724 CA 8230509323300000419084 3 RECURRING CKCD 5734 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-36.05
08/22/23	CHECKCARD 0821 TECHSOUP 4156339300 CA 5542950323374595827471 3 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-120.00
08/23/23	CHECKCARD 0822 DRI*NEXTDAYFLYERS 8558989870 CA 5543286323420583576023 8 CKCD 5111 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-152.24
08/23/23	CHECKCARD 0822 STAPLES 001 NASHVILLE TN 1541019323510503208933 5 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-208.06
08/23/23	CHECKCARD 0823 MOBILE BEACON San Jose CA CKCD 8661 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-387.00
08/24/23	CHECKCARD 0823 STAPLES 001 SMYRNA TN 1541019323610503290086 0 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-23.05
08/24/23	STAPLES 1539 08/24 #000700750 PURCHASE STAPLES 1539 NASHVILLE TN	-25.99
08/25/23	KROGER #8 143 08/25 #000650096 PURCHASE KROGER #8 143 MCG NASHVILLE TN	-14.37
08/25/23	KROGER #8 143 08/25 #000619839 PURCHASE KROGER #8 143 MCG NASHVILLE TN	-23.12
08/25/23	NST BEST BUY 08/25 #000646840 PURCHASE 6810 CHARLOTTE PI NASHVILLE TN	-1,985.84
08/25/23	NST BEST BUY 08/25 #000640246 PURCHASE 6810 CHARLOTTE PI NASHVILLE TN	-179.99
08/28/23	CHECKCARD 0825 STAPLES 001 SMYRNA TN 1541019323810503290281 5 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-59.48
08/28/23	CHECKCARD 0826 PROCARE SOFTWARE MEDFORD OR 7545084323932300146001 2 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
08/31/23	CHECKCARD 0829 TENNESSEE QUICK C 6159655688 TN 8230235324200176455635 5 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-58.21
Subtotal for card account # XXXX XXXX XXXX 7307		**-$3,759.94**
Total withdrawals and other debits		**-$58,750.34**

419

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Checks

Date	Check #	Amount
08/23/23	1021	-1,500.00
08/21/23	1022	-5,000.00
Total checks		**-$6,500.00**
Total # of checks		**2**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 07/31/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ✓ Become a member of Preferred Rewards for Business has been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Date	Transaction description	Amount
08/31/23	Prfd Rwds for Bus-Check Image Fee Waiver of $3	-0.00
Total service fees		**-$0.00**

Note your Ending Balance already reflects the subtraction of Service Fees.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
08/01	6,622.71	08/10	414.90	08/22	92,563.13
08/02	8,467.68	08/11	386.50	08/23	90,355.83
08/03	857.77	08/14	330.84	08/24	90,306.79
08/04	169.54	08/17	147.81	08/25	88,103.47
08/07	186.62	08/18	124,810.31	08/28	87,931.31
08/08	468.65	08/21	98,672.65	08/31	84,307.02
08/09	543.90				

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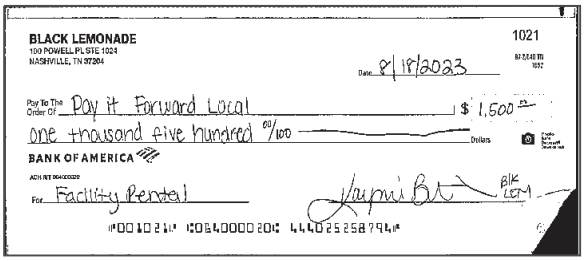
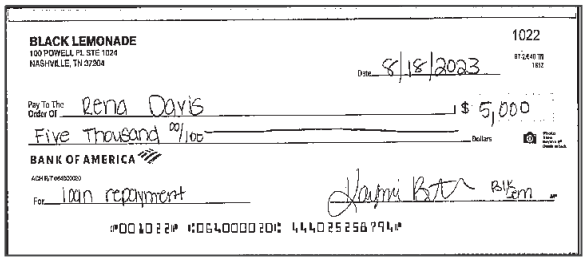
Check images

Account number: 4440 2525 8794

Check number: 1021 | Amount: $1,500.00


BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204
1021
Date 8/18/2023
Pay To The Order Of Pay It Forward Local $ 1,500 00
One thousand five hundred 00/100 Dollars
BANK OF AMERICA
For Facility Rental
BLK LOM
⑈001021⑈ ⑆064000020⑆ 4440252587 94⑈

Check number: 1022 | Amount: $5,000.00


BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204
1022
Date 8/18/2023
Pay To The Order Of Rena Davis $ 5,000
Five Thousand 00/100 Dollars
BANK OF AMERICA
For loan repayment
BLK LOM
⑈001022⑈ ⑆064000020⑆ 4440252587 94⑈

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Important Messages - Please Read

We want to make sure you stay up-to-date on changes, reminders, and other important details that could impact you.

Now funds deposited by check may be available to you earlier.

We are changing when funds are available to you when your check deposit is not made in person to one of our employees at a financial center. Beginning August 11, 2023, the funds from your check deposit will be available the first business day after the day of your deposit.

Please keep in mind, all deposits are subject to a hold review at any time – and we may place longer holds on certain items in some cases, which could impact your ability to withdraw or use the deposited funds or result in a reduction of your available balance. For more information, please refer to your Deposit Agreement & Disclosures at bankofamerica.com/deposits/resources/deposit-agreements.go.deposit.

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Preferred Rewards
For Business

Customer service information

1.888.BUSINESS (1.888.287.4637)

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Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Gold

for September 1, 2023 to September 30, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on September 1, 2023	$84,307.02
Deposits and other credits	44,021.48
Withdrawals and other debits	-25,855.58
Checks	-0.00
Service fees	-0.00
Ending balance on September 30, 2023	**$102,472.92**

# of deposits/credits: 9

# of withdrawals/debits: 57

# of items-previous cycle[1]: 3

# of days in cycle: 30

Average ledger balance: $80,944.48

[1]*Includes checks paid, deposited items and other debits*

Account security you can see

Check your security meter level and watch it rise as you take action to help protect against fraud. See it in the Mobile Banking app and Online Banking.

To learn more, visit **bofa.com/SecurityCenter** or **scan this code**.

When you use the QRC feature, certain information is collected from your mobile device for business purposes. Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Deposits and other credits

Date	Description	Amount
09/05/23	TUITIONEXPRESS DES:PROC PMT ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	70.00
09/06/23	META PAYMENTS IN DES:B6LI9ZIETD ID:B6LI9ZIETD INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LI9ZIETD\	955.00
09/13/23	wixpos DES:wixpos ID:ST-N2R0Y6Z8K7D2 INDN:BLACK LEMONADE CO ID:1800948598 CCD	57.51
09/13/23	Wixcom DES:PAYOUT ID:TX36082369300XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX36082369300XT**3S5U1W608K7KGPOD\ RMR*IK*TX36082369300XT Wix Payments\	4.95
09/15/23	Zelle payment from MIKEESHA WALLACE for "chipotle giftcard"; Conf# 060930262	10.00
09/19/23	CF OF MID TENN DES:9.18GBGB ID:207476 INDN:BLACK LEMONADE CO ID:1621471789 CCD	500.00
09/21/23	META PAYMENTS IN DES:B6LK8YLDH7 ID:B6LK8YLDH7 INDN:BLACK LEMONADE CO ID:PXXXXXXXXX CCD PMT INFO:RMR*IK*FACEBOOK PAYOUT B6LK8YLDH7\	25.00
09/25/23	METRONASHVILLEAP DES:ACH 092123 ID:701415 INDN:BLACK LEMONADE CO ID:BXXXXXXXXX CTX PMT INFO:RMR*IV*082623**42005*42005*0\DTM*003*202 30826\	42,005.00
09/28/23	CHECKCARD 0927 WIX.COM 4156399034 CA 5542950327074301214	394.02
Total deposits and other credits		**$44,021.48**

Withdrawals and other debits

Date	Description		Amount
09/05/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-29.11	
09/06/23	GUSTO DES:FEE 645405 ID:6semjv38pfu INDN:Black Lemonade CO ID:9138864007 CCD	-166.06	
09/08/23	Zelle payment to Me for "Loan repayment"; Conf# eke4e3x14	-3,500.00	
09/08/23	BKOFAMERICA BC 09/08 #000004556 WITHDRWL	-120.00	
09/08/23	AMTRUST NA DES:PAYMENT ID:36606309 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-129.00	
09/12/23	Online Banking transfer to CHK 9481 Confirmation# 7655189538	-100.00	

continued on the next page

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SSM-01-23-2633.B | 5421083

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Withdrawals and other debits - continued

Date	Description	Amount
09/14/23	GUSTO CCD DES:NET 807989 ID:6semjv55uud INDN:Black Lemonade CO ID:9138864001	-4,397.33
09/14/23	GUSTO CCD DES:TAX 808062 ID:6semjv55uue INDN:Black Lemonade CO ID:9138864001	-999.53
09/15/23	Zelle payment to Mikeesha Wallace for "Student chipotle gift card"; Conf# h01ekuryl	-10.00
09/26/23	Zelle payment to Mikeesha Wallace for "Student snacks"; Conf# ik1ly5zbp	-40.00
09/28/23	GUSTO CCD DES:NET 150809 ID:6semjv8f8ra INDN:Black Lemonade CO ID:9138864001	-5,179.29
09/28/23	GUSTO CCD DES:TAX 150774 ID:6semjv8f8rb INDN:Black Lemonade CO ID:9138864001	-1,201.43
Card account # XXXX XXXX XXXX 6451		
09/05/23	KROGER #5 2449 09/05 #000531240 PURCHASE KROGER #5 2449 OL MURFREESBORO TN	-26.30
09/05/23	KROGER #8 711 09/05 #000911913 PURCHASE KROGER #8 711 GAL NASHVILLE TN	-24.98
09/07/23	CHECKCARD 0906 ST MARY GYRO LLC NASHVILLE TN 24717053250132505782806 CKCD 5812 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-47.61
09/12/23	CHECKCARD 0911 TARGET 00011262 MURFREESBORO TN 24164073254091016251333 CKCD 5310 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-13.16
09/13/23	KROGER #5 2449 09/13 #000033827 PURCHASE KROGER #5 2449 OL MURFREESBORO TN	-23.98
09/15/23	FIVE BELO 2047 09/15 #000058030 PURCHASE FIVE BELO 2047 OL MURFREESBORO TN	-10.00
09/26/23	KROGER #532 24 09/26 #000508790 PURCHASE KROGER #532 2449 MURFREESBORO TN	-6.07
09/27/23	KROGER FUEL #9 09/27 #000050005 PURCHASE KROGER FUEL #953 MURFREESBORO TN	-20.00
09/28/23	KROGER #532 24 09/28 #000362844 PURCHASE KROGER #532 2449 MURFREESBORO TN	-9.99
Subtotal for card account # XXXX XXXX XXXX 6451		**-$182.09**
Card account # XXXX XXXX XXXX 7307		
09/01/23	CHECKCARD 0830 EXTRA SPACE 3882 8885869658 TN 55421353243939131704375 RECURRING CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-226.00
09/05/23	CHECKCARD 0901 IPOSTALSCHEDULEPI 8455795770 NY 55429503244743699529963 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1.00
09/05/23	CHECKCARD 0901 STAPLES 001 NASHVILLE TN 15410193245105032096452 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-4.02
09/05/23	CHECKCARD 0901 STAPLES 001 NASHVILLE TN 15410193245105032096486 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-60.75
09/05/23	CHECKCARD 0901 KFC J575040 NASHVILLE TN 52704873245400202000649 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-12.76
09/05/23	CHECKCARD 0901 J ALEXANDER'S #28 NASHVILLE TN 52704873245968113651494 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-55.89
09/05/23	PMNT SENT 0902 CASH APP*DAVID SA 8009691940 CA 1230202324500142435407 9 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-100.00
09/05/23	PMNT SENT 0905 CASH APP*DAVID SA 8009691940 CA 1230202324800522626807 9 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-56.00
09/06/23	DOLLAR GE DG 1 09/06 #000540371 PURCHASE DOLLAR GE DG 1473 SMYRNA TN	-17.29
09/07/23	PMNT SENT 0906 CASH APP*JAYDEN J 8009691940 CA 1230202324900987978007 4 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.00
09/07/23	STAPLES 1539 09/07 #000623918 PURCHASE STAPLES 1539 NASHVILLE TN	-311.94
09/08/23	PMNT SENT 0908 CASH APP*JANAY 8009691940 CA 1230202325100020977407 2 CKCD 4829 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.00
09/11/23	PURCHASE 0908 Amazon.com*TL36L9 WA	-134.80
09/11/23	PURCHASE 0909 AMZN Mktp US*TR6H 8662161072 WA	-874.62

continued on the next page

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Withdrawals and other debits - continued

Date	Description	Amount
09/11/23	PURCHASE 0909 AMZN Mktp US*TL8P 8662161072 WA	-57.99
09/11/23	CHECKCARD 0908 FMA ALLIANCE-UPST 8009555598 TX 7270086325202034778283 7 CKCD 8931 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-5,349.22
09/11/23	CHECKCARD 0908 SQ *DADDY'S DOGS Nashville TN 5543286325220101849507 9 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.00
09/11/23	CHECKCARD 0910 IPOSTALRENEWAL 8455795770 NY 5542950325371512446311 5 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
09/12/23	PURCHASE 0911 Amazon.com*TR0CC6 WA	-78.20
09/12/23	CHECKCARD 0911 IPOSTALRENEWAL 8455795770 NY 5542950325471929963523 3 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
09/13/23	PURCHASE 0912 IN *80/20 FITNESS 6157750431 TN	-500.00
09/14/23	CHECKCARD 0912 TENNESSEE QUICK C 6159655688 TN 8230235325600159892689 2 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-57.34
09/15/23	SAMSCLUB #8294 09/15 #000938700 PURCHASE 1300 ANTIOCH PIKE NASHVILLE TN	-404.21
09/15/23	DOLLAR GENERAL 09/15 #000196561 PURCHASE DG 11816415 WEST NASHVILLE TN	-4.65
09/18/23	PURCHASE 0917 AMZN Mktp US*TX5K 8662161072 WA	-296.41
09/18/23	NST BEST BUY # 09/18 #000643117 PURCHASE 2311 GALLATIN PIK MADISON TN	-109.99
09/20/23	CHECKCARD 0919 DD DOORDASH MCDON 8559731040 CA 5542950326274567015319 9 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-20.33
09/20/23	SAMSCLUB #8294 09/20 #000188300 PURCHASE 1300 ANTIOCH PIKE NASHVILLE TN	-80.59
09/21/23	CHECKCARD 0920 CHIPOTLE 3794 NASHVILLE TN 5531020326409100026315 1 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.00
09/21/23	CHECKCARD 0921 WIX.COM 4156399034 CA 5542950326471595125414 7 RECURRING CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-36.05
09/25/23	PURCHASE 0922 HELENS HOT* HELEN TN	-13.72
09/26/23	CHECKCARD 0925 DRI*NEXTDAYFLYERS 8558989870 CA 5543286326820605049173 0 CKCD 5111 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-101.51
09/26/23	CHECKCARD 0925 PROCARE SOFTWARE MEDFORD OR 7545084326847420149650 6 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
09/28/23	CHECKCARD 0926 TENNESSEE QUICK C 6159655688 TN 8230235327000187706660 2 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-56.48
09/28/23	CHECKCARD 0927 HIS*HISCOX INC 8882023007 NY 5543286327020662204523 4 CKCD 6300 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-641.00
Subtotal for card account # XXXX XXXX XXXX 7307		**-$9,801.74**
Total withdrawals and other debits		**-$25,855.58**

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Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 08/31/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ✓ Become a member of Preferred Rewards for Business has been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Date	Transaction description	Amount
09/11/23	Prfd Rwds for Bus-Debit Rush Fee Waiver of $15	-0.00
Total service fees		**-$0.00**

Note your Ending Balance already reflects the subtraction of Service Fees.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
09/01	84,081.02	09/12	73,785.34	09/20	67,443.44
09/05	83,780.21	09/13	73,323.82	09/21	67,422.39
09/06	84,551.86	09/14	67,869.62	09/25	109,413.67
09/07	84,182.31	09/15	67,450.76	09/26	109,187.09
09/08	80,423.31	09/18	67,044.36	09/27	109,167.09
09/11	73,986.69	09/19	67,544.36	09/28	102,472.92

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

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For Business

Customer service information

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Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Gold

for October 1, 2023 to October 31, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on October 1, 2023	$102,472.92
Deposits and other credits	809.40
Withdrawals and other debits	-26,708.37
Checks	-0.00
Service fees	-0.00
Ending balance on October 31, 2023	**$76,573.95**

# of deposits/credits: 3

# of withdrawals/debits: 57

# of items-previous cycle[1]: 0

# of days in cycle: 31

Average ledger balance: $91,049.73

[1]*Includes checks paid, deposited items and other debits*

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Deposits and other credits

Date	Description	Amount
10/25/23	wixpos DES:wixpos ID:ST-U9S7D4Y0A3W1 INDN:BLACK LEMONADE CO ID:1800948598 CCD	4.67
10/27/23	BKOFAMERICA ATM 10/27 #000008987 DEPOSIT GREEN HILLS NASHVILLE TN	804.43
10/31/23	Center for Nonpr DES:ACCTVERIFY ID:025YYRWSRFOE1FG INDN:Black Lemonade CO ID:2204895317 CCD	0.30
Total deposits and other credits		**$809.40**

Withdrawals and other debits

Date	Description	Amount
10/02/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-26.31
10/03/23	CHASE CREDIT CRD DES:EPAY ID:7006227278 INDN:KAYMI BUTLER CO ID:5760039224 WEB	-600.00
10/03/23	GUSTO DES:FEE 313189 ID:6semjv9ra00 INDN:Black Lemonade CO ID:9138864007 CCD	-192.28
10/04/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000473327 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-25.73
10/10/23	GUSTO DES:TAX 475124 ID:6semjvbjk6p INDN:Black Lemonade CO ID:9138864001 CCD	-1,266.16
10/10/23	GUSTO DES:TAX 475124 ID:6semjvbjr05 INDN:Black Lemonade CO ID:9138864001 CCD	-16.74
10/11/23	GUSTO DES:TAX 488694 ID:6semjvbsn6u INDN:Black Lemonade CO ID:9138864001 CCD	-1,583.31
10/11/23	GUSTO DES:TAX 488694 ID:6semjvbs4d7 INDN:Black Lemonade CO ID:9138864001 CCD	-473.62
10/11/23	AMTRUST NA DES:PAYMENT ID:36765537 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-129.00
10/12/23	GUSTO DES:NET 512779 ID:6semjvc21h1 INDN:Black Lemonade CO ID:9138864001 CCD	-5,259.74
10/12/23	GUSTO DES:TAX 512969 ID:6semjvc21h2 INDN:Black Lemonade CO ID:9138864001 CCD	-1,244.76
10/17/23	BKOFAMERICA BC 10/17 #000002613 WITHDRWL	-25.00

continued on the next page

Check fraud is on the rise

Consider writing fewer checks and paying bills in our Mobile app, Online Banking, or setting up automatic payments directly on utility sites.

Scan the code to learn more or visit: **bofa.com/HelpPreventFraud**

431

When you use the QRC feature, certain information is collected from your mobile device for business purposes. Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

SSM-05-23-0809.C | 5695722

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Withdrawals and other debits - continued

Date	Description	Amount
10/26/23	GUSTO CCD DES:NET 827983 ID:6semjvflqot INDN:Black Lemonade CO ID:9138864001	-4,392.53
10/26/23	GUSTO CCD DES:TAX 828094 ID:6semjvflqou INDN:Black Lemonade CO ID:9138864001	-1,082.51
10/26/23	GUSTO CCD DES:REM 828153 ID:6semjvflqov INDN:Black Lemonade CO ID:9138864001	-18.78
10/31/23	Center for Nonpr DES:Bill.com ID:025WERTDNZOD4FA INDN:Black Lemonade CO ID:1204895317 CCD PMT INFO:Center for Nonprofit Management - Inv #0 55, 056	-4,200.00
10/31/23	Center for Nonpr DES:ACCTVERIFY ID:025YYRWSRFOE1FG INDN:Black Lemonade CO ID:2204895317 CCD	-0.30
Card account # XXXX XXXX XXXX 1435		
10/11/23	CHECKCARD 1010 USPS PO 4761540293 NASHVILLE TN 24137463284001426255080 CKCD 9402 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-19.80
10/23/23	CHECKCARD 1021 AMTRUST NORTH AMERICA I 877-5287878 OH 24769333294642944783968 CKCD 6300 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-139.00
10/30/23	CHECKCARD 1026 L2G*METRO PARKS 615-862 NASHVILLE TN 24692163300100022525285 CKCD 9399 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-20.46
Subtotal for card account # XXXX XXXX XXXX 1435		**-$179.26**
Card account # XXXX XXXX XXXX 6451		
10/06/23	CHECKCARD 1005 MCDONALD'S F3114 NASHVILLE TN 24427333278720207869668 CKCD 5814 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-29.53
10/23/23	CHECKCARD 1019 LITTLE CAESARS 1890-000 NASHVILLE TN 24445003293500501645529 CKCD 5814 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-30.65
10/30/23	CHECKCARD 1026 LIBRARY GARAGE NASHVILLE TN 24323033300091021000515 CKCD 7523 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-12.00
Subtotal for card account # XXXX XXXX XXXX 6451		**-$72.18**
Card account # XXXX XXXX XXXX 7307		
10/02/23	CHECKCARD 0930 EXTRA SPACE 3882 8885869658 TN 55421353274939197762178 RECURRING CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-226.00
10/02/23	CHECKCARD 1002 Z MART 2 NASHVILLE TN CKCD 5542 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-7.03
10/03/23	CHECKCARD 1002 Alibaba.com 4087855580 CA 15270213275385414293723 CKCD 5300 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1,219.84
10/03/23	CHECKCARD 1002 U-HAUL MOVING & S NASHVILLE TN 02305373276500269377508 CKCD 7513 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-31.78
10/04/23	CHECKCARD 1004 WM SUPERCENTER MADISON TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-49.16
10/05/23	CHECKCARD 1005 WAL-MART #5107 MADISON TN CKCD 5411 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30.88
10/06/23	CHECKCARD 1005 IPOSTALSCHEDULEPI 9252142341 NY 52653843278742502378264 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1.00
10/10/23	CHECKCARD 1005 CHICK-FIL-A #0410 NASHVILLE TN 05140483279710028419626 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-71.50
10/10/23	PURCHASE 1010 Amazon.com*TE6SF2 WA	-16.79
10/11/23	CHECKCARD 1010 IPOSTALRENEWAL 9252142341 NY 52653843283714269478572 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99
10/12/23	CHECKCARD 1010 TENNESSEE QUICK C 6159655688 TN 82302353284001095895216 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-55.63
10/12/23	CHECKCARD 1011 IPOSTALRENEWAL 9252142341 NY 52653843284744417622721 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-9.99

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Withdrawals and other debits - continued

Date	Description	Amount
10/13/23	CHECKCARD 1012 8000 Haskell Ave 8558989870 CA MDB554328632852012708 CKCD 5111 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-468.33
10/13/23	CHECKCARD 1013 IN VOCES DE N NASHVILLE TN CKCD 8299 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-265.00
10/17/23	CHECKCARD 1016 AMAZON.COM*TD7 SEATTLE WA CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-197.96
10/18/23	CHECKCARD 1017 Walmart.com Bentonville AR CKCD 5310 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-45.50
10/18/23	DOLLAR TREE 10/18 #000010796 PURCHASE 1305 ANTIOCH PIKE NASHVILLE TN	-5.46
10/18/23	DOLLAR GENERAL 10/18 #000008559 PURCHASE DG 11816415 WEST NASHVILLE TN	-14.45
10/19/23	NST BEST BUY 10/19 #000552998 MOBILE PURCHASE 6810 CHARLOTTE PI NASHVILLE TN	-84.95
10/20/23	PURCHASE 1019 AMZN Mktp US*TP51 8662161072 WA	-26.98
10/23/23	CHECKCARD 1020 caylaburden.com 4154499034 CA MDB152702132930001660 CKCD 8999 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-100.00
10/23/23	CHECKCARD 1020 SWETTS RESTAURANT NASHVILLE TN MDB053146132933003048 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1,713.74
10/24/23	PURCHASE 1024 Wix.Com, Inc. 4154499034 NY	-36.05
10/25/23	CHECKCARD 1024 IPOSTALSCHEDULEPI 9252142341 NY MDB526538432977126747 CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1.00
10/25/23	CHECKCARD 1025 EB TEDXNASHVILLE 8014137200 CA MDB554295032987157272 CKCD 7399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-55.20
10/26/23	CHECKCARD 1024 TENNESSEE QUICK C 6159655688 TN MDB823023532980011896 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-54.79
10/26/23	CHECKCARD 1025 PROCARE SOFTWARE MEDFORD OR MDB754508432986073008 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79.00
10/26/23	NST BEST BUY 10/26 #000556390 PURCHASE 6810 CHARLOTTE PI NASHVILLE TN	-252.00
10/27/23	CHECKCARD 1026 LIBRARY GARAGE NASHVILLE TN MDB555475333000918320 CKCD 7523 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-12.00
10/27/23	PURCHASE 1026 DOMINO'S 5417 2105901437 TN	-95.71
10/30/23	KROGER #8 143 10/28 #000443399 PURCHASE KROGER #8 143 MCG NASHVILLE TN	-99.03
10/30/23	CHECKCARD 1028 MAGGIANOS 0195 EC 8009834637 TN MDB552635233024003604 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-198.99
10/30/23	WAL-MART #4435 10/30 #000087500 PURCHASE 3458 DICKERSON PI NASHVILLE TN	-81.74
10/31/23	SAMSCLUB #8294 10/31 #000031700 PURCHASE 1300 ANTIOCH PIKE NASHVILLE TN	-302.69
Subtotal for card account # XXXX XXXX XXXX 7307		**-$5,920.16**
Total withdrawals and other debits		**-$26,708.37**

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Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 09/29/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ✓ Become a member of Preferred Rewards for Business has been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
10/01	102,472.92	10/11	96,446.47	10/23	86,759.33
10/02	102,213.58	10/12	89,876.35	10/24	86,723.28
10/03	100,169.68	10/13	89,143.02	10/25	86,671.75
10/04	100,094.79	10/17	88,920.06	10/26	80,792.14
10/05	100,063.91	10/18	88,854.65	10/27	81,488.86
10/06	100,033.38	10/19	88,769.70	10/30	81,076.64
10/10	98,662.19	10/20	88,742.72	10/31	76,573.95

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

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Preferred Rewards
For Business

Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Platinum

for November 1, 2023 to November 30, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on November 1, 2023	$76,573.95
Deposits and other credits	749.78
Withdrawals and other debits	-29,847.93
Checks	-0.00
Service fees	-0.00
Ending balance on November 30, 2023	**$47,475.80**

# of deposits/credits: 5

# of withdrawals/debits: 76

# of items-previous cycle[1]: 0

# of days in cycle: 30

Average ledger balance: $63,711.72

[1]*Includes checks paid, deposited items and other debits*

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Deposits and other credits

Date	Description	Amount
11/06/23	PAYPAL DES:TRANSFER ID:1030445008319 INDN:BLACK LEMONADE CO ID:PAYPALSD11 PPD	243.42
11/08/23	CHECKCARD 1026 L2G*METRO PARKS 615-862 NASHVILLE TN 7469216331110894480	20.46
11/20/23	APPLE CASH DES:BANK XFER ID:Kaymi Butler INDN:Kaymi Butler CO ID:6192912998 WEB	100.00
11/28/23	Cash App DES:* Cash App ID:T320JXG15ZH990X INDN:Black Lemonade CO ID:8800429876 PPD	285.00
11/30/23	CF OF MID TENN DES:GNOLD ID:207476 INDN:BLACK LEMONADE CO ID:4621471789 CCD	100.90
Total deposits and other credits		**$749.78**

Withdrawals and other debits

Date	Description	Amount
11/01/23	THE GUARDIAN DES:NOV GP INS ID:05693700AAA0000 INDN:BLACK LEMONADE CO ID:9555837001 PPD	-90.94
11/02/23	GUSTO DES:FEE 037732 ID:6semjvhrhl1 INDN:Black Lemonade CO ID:9138864007 CCD	-192.28
11/02/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-26.35
11/06/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000936386 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-100.00
11/07/23	Zelle payment to GOLDEN CROSS LOGISTICS LLC for "Transportation 11.6"; Conf# h1ozw02le	-200.00
11/10/23	Online Banking transfer to CHK 9481 Confirmation# 7263330695	-40.00
11/10/23	GUSTO DES:NET 243634 ID:6semjvjpba3 INDN:Black Lemonade CO ID:9138864001 CCD	-5,477.16
11/10/23	GUSTO DES:TAX 243284 ID:6semjvjpba4 INDN:Black Lemonade CO ID:9138864001 CCD	-1,299.11
11/10/23	UNITED HEALTHCAR DES:EDI PAYMTS ID:045859222655 INDN:Black Lemonade CO ID:1411289245 CTX ADDITIONAL INFORMATION IS AVAILABLE FOR THIS PMT. CONTACT A TREASURY SALES OFFICER FOR ASSISTANCE.	-987.58
11/10/23	AMTRUST NA DES:PAYMENT ID:36922742 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-129.00

continued on the next page

Can you spot a scam? Be aware of these common red flags:

Contacted unexpectedly and asked for sensitive information

Pressured to act immediately

Asked to provide codes or click links to verify information

Share these tips with friends and family so they can help protect themselves

Scan this code or visit **bofa.com/HelpProtectYourself** to see trending scams

When you use the QRC feature certain information is collected from your mobile device for business purposes.

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Withdrawals and other debits - continued

Date	Description	Amount
11/10/23	GUSTO DES:REM 243933 ID:6semjvjpba5 INDN:Black Lemonade CO ID:9138864001 CCD	-65.01
11/14/23	Zelle payment to GOLDEN CROSS LOGISTICS LLC for "Madison transportation to two rivers"; Conf# lxhwjyl0u	-325.00
11/20/23	PAYPAL DES:INST XFER ID:LASHAYMEDIA INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-160.00
11/21/23	Zelle payment to GOLDEN CROSS LOGISTICS LLC for "Remainder for 11.20 transportation"; Conf# h823r8xg9	-170.00
11/22/23	GUSTO DES:NET 490612 ID:6semjvmk5g5 INDN:Black Lemonade CO ID:9138864001 CCD	-5,005.40
11/22/23	GUSTO DES:TAX 490375 ID:6semjvmk5g6 INDN:Black Lemonade CO ID:9138864001 CCD	-1,225.01
11/27/23	Zelle payment to ERINTON JOHNSON for "Transportation detail"; Conf# aywaakwkl	-300.00
11/28/23	GUSTO DES:NET 578515 ID:6semjvni8dm INDN:Black Lemonade CO ID:9138864001 CCD	-2,602.73
11/28/23	GUSTO DES:TAX 578569 ID:6semjvni8dn INDN:Black Lemonade CO ID:9138864001 CCD	-749.01
Card account # XXXX XXXX XXXX 1435		
11/02/23	CHECKCARD 1101 GOOGLE GSUITE_blacklem 650-2530000 CA 24204293305001051926058 RECURRING CKCD 7399 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-3.80
11/02/23	CHECKCARD 1101 GOOGLE *SVCSblacklemon g.co/HelpPay#CA 24692163305104234600550 RECURRING CKCD 4816 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-2.13
11/06/23	CHECKCARD 1104 RPG GIFT CARDS 630-353-7900 IL 24692163308106492039105 CKCD 5399 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-25.00
11/17/23	CHECKCARD 1117 WAL-MART #5107 MADISON TN CKCD 5411 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-10.47
11/20/23	CHECKCARD 1120 FAMILY DOLLAR NASHVILLE TN CKCD 5331 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-33.79
11/21/23	CHECKCARD 1120 KROGER #547 NASHVILLE TN 24445003324300628973406 CKCD 5411 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-15.50
11/22/23	CHECKCARD 1121 TST* LINQ 901-833-1753 TN 24692163325100462528287 CKCD 5812 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-27.00
11/22/23	CHECKCARD 1121 PAPA JOHNS #98 615-352-6699 TN 24445003326001021309945 CKCD 5814 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-27.56
Subtotal for card account # XXXX XXXX XXXX 1435		**-$390.25**
Card account # XXXX XXXX XXXX 6451		
11/02/23	KROGER #5 2284 11/02 #000030530 PURCHASE KROGER #5 2284 MU NASHVILLE TN	-52.51
11/14/23	CHECKCARD 1114 WAL-MART #0416 MURFREESBORO TN CKCD 5411 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-40.16
11/20/23	WAL SAM'S Club 11/20 #000741453 PURCHASE 6501 WAL-SAMS MURFREESBORO TN	-200.90
11/20/23	DOLLAR-GENERAL 11/20 #000269346 PURCHASE DG 021583053 BRIC NASHVILLE TN	-11.14
11/27/23	WALGREENS STOR 11/27 #000542550 PURCHASE WALGREENS STORE 1 ANTIOCH TN	-11.85
11/29/23	DOLLAR TREE 11/29 #000018940 PURCHASE 1985 OLD FORT PKW MURFREESBORO TN	-8.23
11/29/23	KROGER #5 5319 11/29 #000121391 PURCHASE KROGER #5 5319 MT ANTIOCH TN	-33.02
11/30/23	CHECKCARD 1129 TARGET 00011262 MURFREESBORO TN 24164073333091007314004 CKCD 5310 XXXXXXXXXXXX6451 XXXX XXXX XXXX 6451	-81.78
Subtotal for card account # XXXX XXXX XXXX 6451		**-$556.49**

continued on the next page

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Withdrawals and other debits - continued

Date	Description	Amount
Card account # XXXX XXXX XXXX 7307		
11/01/23	CHECKCARD 1029 LIFE STORAGE 3882 8885869658 TN MDB554213533049391930 RECURRING CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-300.00
11/01/23	CHECKCARD 1031 STAPLES 001 NASHVILLE TN MDB154101933051050321 CKCD 5943 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-99.96
11/03/23	KROGER #8 143 11/03 #000044959 PURCHASE KROGER #8 143 MCG NASHVILLE TN	-1.92
11/06/23	PURCHASE 1103 AMZN Mktp US*3E82 8662161072 WA	-46.92
11/06/23	PURCHASE 1106 AMZN Mktp US*8Q8L 8662161072 WA	-6.98
11/08/23	PURCHASE 1107 LYFT 2 RIDES 11 8558659553 CA	-81.53
11/09/23	CHECKCARD 1107 TENNESSEE QUICK C 6159655688 TN MDB823023533120013369 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-53.97
11/09/23	KROGER #8 143 11/09 #000152747 PURCHASE KROGER #8 143 MCG NASHVILLE TN	-31.83
11/10/23	PURCHASE 1110 IPOSTALRENEWAL 9252142341 NY	-9.99
11/13/23	CHECKCARD 1109 INDIANA YOUTH INS 3173962721 IN MDB851015933149800011 CKCD 8398 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-449.00
11/13/23	PURCHASE 1111 IPOSTALRENEWAL 9252142341 NY	-9.99
11/13/23	CHECKCARD 1111 BEAMAN DODGE CHRY MURFREESBORO TN MDB554213533159391933 CKCD 5511 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-456.81
11/14/23	PURCHASE 1114 LYFT 1 RIDE 11- 8558659553 CA	-26.62
11/15/23	CHECKCARD 1113 SHAKE SHACK CONC NASHVILLE TN 55432863318201179452895 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-16.59
11/15/23	CHECKCARD 1114 TST* Linq 9018331753 TN 55432863318201151745084 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-2,700.00
11/15/23	PURCHASE 1114 SQ *ERRANTRY STUD 8774174551 TN	-370.73
11/15/23	CIRCLE K 00065 11/15 #000107329 PURCHASE CIRCLE K 00065 10 TAYLORSVILLE IN	-2.02
11/16/23	PURCHASE 1115 LYFT 2 RIDES 11 8558659553 CA	-1.31
11/16/23	CHECKCARD 1115 1060 M&S INDIANAP INDIANAPOLIS IN 5270487331979638562 5297 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-94.48
11/16/23	CHECKCARD 1115 AVIS RENT-A-CAR INDIANAPOLIS IN 5270806332082563085900 4 CKCD 3389 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-162.94
11/16/23	PURCHASE 1116 AMZN Mktp US*G33H 8662161072 WA	-14.07
11/16/23	CHECKCARD 1116 AMERICAN 8889335922 TX 5541734332087320256543 6 CKCD 3001 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-38.01
11/17/23	CHECKCARD 1116 AMERICAN 8889335922 TX 5541734332087320256559 2 CKCD 3001 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-48.57
11/17/23	PURCHASE 1116 GOFAN* TWO RIVERS ALPHARETTA GA	-25.00
11/17/23	CHECKCARD 1117 Hilton Global Fnd 9013744000 TN 1230202332100083531007 3 RECURRING CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-3.00
11/17/23	CHECKCARD 1117 MCDONALD'S F31 NASHVILLE TN CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30.09
11/20/23	PURCHASE 1117 LYFT 3 RIDES 11 8558659553 CA	-38.30
11/20/23	CHECKCARD 1116 HILTON INDIANAPOL 3179720600 IN 5270487332103601205519 6 CKCD 3504 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-379.34
11/20/23	CHECKCARD 1117 CHICK-FIL-A #0425 NASHVILLE TN 05140483322710033442701 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-77.25

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Withdrawals and other debits - continued

Date	Description	Amount
11/21/23	PURCHASE 1121 SQ *ERRANTRY STUD 8774174551 TN	-37[illegible]73
11/22/23	CHECKCARD 1120 WIX.COM*108639763 8006000949 NY 25247703326030116592083 RECURRING CKCD 4816 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-36[illegible]05
11/22/23	PURCHASE 1121 GDP*Over The Hump 4804638389 GA	-40[illegible]00
11/22/23	PURCHASE 1121 GOFAN* MADISON MI ALPHARETTA GA	-40.00
11/24/23	CHECKCARD 1121 TENNESSEE QUICK C 6159655688 TN 82302353326001018156258 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-5[illegible]17
11/27/23	PURCHASE 1126 Amazon.com*3D80M8 Amzn.com/billWA	-1[illegible]83
11/27/23	CHECKCARD 1126 PROCARE SOFTWARE MEDFORD OR 75450843330745500521670 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-7[illegible]00
11/28/23	NST BEST BUY # 11/28 #000015455 PURCHASE 2311 GALLATIN PIK MADISON TN	-24[illegible].99
11/29/23	CHECKCARD 1127 WENDYS 629 NASHVILLE TN 05436843332100120957991 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-5[illegible].00
11/29/23	CHECKCARD 1128 SA COACHING INTEN 6102566144 CA 82711163333000002932020 RECURRING CKCD 7299 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-1,99[illegible].00
11/29/23	TARGET T- 2050 11/28 #000208720 PURCHASE TARGET T- 2050 Ga Madison TN	-12[illegible].15
11/29/23	KROGER #8 143 11/29 #000652736 PURCHASE KROGER #8 143 MCG NASHVILLE TN	-6[illegible].37
Subtotal for card account # XXXX XXXX XXXX 7307		**-$9,698.11**
Total withdrawals and other debits		**-$29,847.93**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 10/31/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ✓ Become a member of Preferred Rewards for Business has been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
11/01	76,074.05	11/10	67,018.26	11/21	60,658.95
11/02	75,796.08	11/13	66,102.46	11/22	53,654.93
11/03	75,780.16	11/14	65,710.48	11/24	53,601.76
11/06	75,370.68	11/15	62,601.94	11/27	53,098.08
11/07	75,170.68	11/16	62,146.13	11/28	49,731.35
11/08	75,109.51	11/17	62,028.90	11/29	47,462.68
11/09	75,023.71	11/20	61,222.18	11/30	47,475.80

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BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

BANK OF AMERICA
Preferred Rewards
For Business

Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Platinum

for December 1, 2023 to December 31, 2023

Account number: 4440 2525 8794

BLACK LEMONADE

Account summary

Beginning balance on December 1, 2023	$47,475.80
Deposits and other credits	59.07
Withdrawals and other debits	-29,309.86
Checks	-7,087.85
Service fees	-0.00
Ending balance on December 31, 2023	**$11,137.16**

# of deposits/credits: 2

# of withdrawals/debits: 49

# of items-previous cycle[1]: 0

# of days in cycle: 31

Average ledger balance: $23,085.17

[1]*Includes checks paid, deposited items and other debits*

BUSINESS ADVANTAGE

View your key business metrics all in one place.

Track the trends that matter most to your business, from cash flow and expense management to accounting and payroll data, all within Business Advantage 360.[1]

To learn more, visit bankofamerica.com/ConnectedApps or just scan this code.

When you use the QRC feature, certain information is collected from your mobile device for business purposes.

[1] You must be enrolled in Business Advantage 360, our small business online banking, or Mobile Banking to use Cash Flow Monitor and Connected Apps, and have an eligible Bank of America® small business deposit account. Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

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IMPORTANT INFORMATION:
BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Deposits and other credits

Date	Description	Amount
12/01/23	Wixcom DES:PAYOUT ID:TX37678631900XT INDN:Black Lemonade CO ID:4263863381 CCD PMT INFO:TRN*1*TX37678631900XT**3RX9FS613Y8DCV3Z\ RMR*IK*TX37678631900XT Wix Payments\	36.47
12/13/23	BKOFAMERICA ATM 12/13 #000004457 DEPOSIT 800 MARKET STREET NASHVILLE TN	22.60
Total deposits and other credits		**$59.07**

Withdrawals and other debits

Date	Description	Amount
12/01/23	THE GUARDIAN DES:DEC GP INS ID:05693700AAA0000 INDN:BLACK LEMONADE CO ID:9555837001 PPD	-96.94
12/04/23	PAYPAL DES:INST XFER ID:QUARTZ AND CLA INDN:BLACK LEMONADE CO ID:PAYPALSI77 WEB	-7,956.66
12/04/23	CHASE CREDIT CRD DES:AUTOPAYBUS ID:000000000483820 INDN:BUTLER KAYMI CO ID:4760039224 PPD	-100.00
12/04/23	TUITIONEXPRESS DES:FEES SEP ID:84870022471316 INDN:BLACK LEMONADE CO ID:9470259043 CCD	-26.25
12/05/23	GUSTO DES:FEE 790003 ID:6semjvpmh5r INDN:Black Lemonade CO ID:9138864007 CCD	-205.89
12/07/23	GUSTO DES:NET 834856 ID:6semjvq8478 INDN:Black Lemonade CO ID:9138864001 CCD	-4,862.23
12/07/23	GUSTO DES:TAX 834870 ID:6semjvq8479 INDN:Black Lemonade CO ID:9138864001 CCD	-1,168.37
12/08/23	AMTRUST NA DES:PAYMENT ID:37072458 INDN:BUTLER KAWMI AN INDIV CO ID:9578755001 CCD	-120.00
12/11/23	Zelle payment to GOLDEN CROSS LOGISTICS LLC for "Christmas transportation"; Conf# rp5ee7o4f	-620.00
12/11/23	Online Banking transfer to CHK 9481 Confirmation# 7813568877	-50.00
12/12/23	UNITED HEALTHCAR DES:EDI PAYMTS ID:045859283763 INDN:Black Lemonade CO ID:1411289245 CTX ADDITIONAL INFORMATION IS AVAILABLE FOR THIS PMT. CONTACT A TREASURY SALES OFFICER FOR ASSISTANCE.	-987.58
12/21/23	GUSTO DES:NET 168521 ID:6semjvtunjc INDN:Black Lemonade CO ID:9138864001 CCD	-4,601.39

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BANK OF AMERICA BUSINESS ADVANTAGE

Fraud prevention:
We're here to help

- **Update your contact information** so we can reach you if we suspect fraud.
- **Set up alerts**[1] in our Mobile Banking app[2] so we can reach you quickly if we see anything suspicious.
- **Report suspicious activity** right away.

Learn more about fraud and scam prevention in our Business Security Center at **bankofamerica.com/securitybusiness**.

[1] You may elect to receive alerts via text or email. Bank of America does not charge for this service but your mobile carrier's message and data rates may apply. Delivery of alerts may be affected or delayed by your mobile carrier's coverage. [2] Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

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Withdrawals and other debits - continued

Date	Description	Amount
12/21/23	GUSTO CCD DES:TAX 168331 ID:6semjvtunjd INDN:Black Lemonade CO ID:9138864001	-1,1[illegible]4.97
12/22/23	CHASE CREDIT CRD DES:EPAY ID:7186103293 INDN:KAYMI BUTLER CO ID:5760039224 WEB	-20[illegible].00
12/28/23	GUSTO CCD DES:NET 304526 ID:6semjvvacdg INDN:Black Lemonade CO ID:9138864001	-2,05[illegible].92
12/28/23	GUSTO CCD DES:TAX 311626 ID:6semjvvacdh INDN:Black Lemonade CO ID:9138864001	-65[illegible].76
Card account # XXXX XXXX XXXX 1435		
12/04/23	CHECKCARD 1201 GOOGLE GSUITE_blacklem 650-2530000 CA 24204293335001339571043 RECURRING CKCD 7399 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-1[illegible]67
12/04/23	CHECKCARD 1201 GOOGLE *SVCSblacklemon g.co/HelpPay#CA 24692163335109439108212 RECURRING CKCD 4816 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-1[illegible]99
12/15/23	CHECKCARD 1213 SIGNATURE TRANSPORTATIO 615-2445466 TN 24049553348900012172519 CKCD 4789 XXXXXXXXXXXX1435 XXXX XXXX XXXX 1435	-1,17[illegible]55
Subtotal for card account # XXXX XXXX XXXX 1435		**-$1,210.31**
Card account # XXXX XXXX XXXX 6451		
12/01/23	PAPA JOHN 136 12/01 #000100657 PURCHASE PAPA JOHN 136 GAL MADISON TN	-23[illegible]78
12/04/23	DOLLAR TREE 12/04 #000046455 PURCHASE 5360 MOUNT VIEW R ANTIOCH TN	-34[illegible]50
12/05/23	KROGER #5 2449 12/05 #000046059 PURCHASE KROGER #5 2449 OL MURFREESBORO TN	-44[illegible]40
12/05/23	DOLLAR TREE 12/05 #000028642 PURCHASE 1985 OLD FORT PKW MURFREESBORO TN	-8[illegible]23
12/07/23	KROGER #5 2449 12/07 #000039311 PURCHASE KROGER #5 2449 OL MURFREESBORO TN	-25[illegible]50
12/07/23	DOLLAR-GENERAL 12/07 #000464351 PURCHASE DOLLAR-GENERAL # MURFREESBORO TN	-15[illegible]87
Subtotal for card account # XXXX XXXX XXXX 6451		**-$151.78**
Card account # XXXX XXXX XXXX 7307		
12/04/23	CHECKCARD 1130 LIFE STORAGE 3882 8885869658 TN 5542135333593918436585 9 RECURRING CKCD 4225 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-30[illegible].00
12/04/23	CHECKCARD 1201 J ALEXANDER'S #28 NASHVILLE TN 5270487333696872605414 4 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-16[illegible].32
12/04/23	PURCHASE 1202 UBER EATS 8665761039 CA	-15[illegible]65
12/04/23	PURCHASE 1202 UBER EATS 8665761039 CA	-1[illegible]89
12/04/23	DOLLARTREE 12/04 #000036313 PURCHASE 5524 CHARLOTTE PI NASHVILLE TN	-2[illegible].68
12/05/23	DOLLAR TREE 12/05 #000010771 PURCHASE 3460 DICKERSON PI NASHVILLE TN	-3[illegible]25
12/06/23	WAL-MART #4435 12/06 #000312800 PURCHASE 3458 DICKERSON PI NASHVILLE TN	-6[illegible]06
12/07/23	CHECKCARD 1205 TENNESSEE QUICK C 6159655688 TN 8230235334000193887046 9 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-5[illegible]37
12/07/23	CHECKCARD 1206 RFC OPRY MILLS B 6155143000 TN 5270487334008375211445 9 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-22[illegible].00
12/08/23	USPS PO 4 2245 12/08 #000951538 PURCHASE USPS PO 4 2245 RO NASHVILLE TN	-1[illegible]89
12/11/23	CHECKCARD 1208 RFC OPRY MILLS B 6155143000 TN 5270487334208375459826 9 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-50[illegible].18
12/11/23	PURCHASE 1210 IPOSTALRENEWAL 8455795770 NY	-9[illegible]9
12/11/23	PURCHASE 1211 IPOSTALRENEWAL 8455795770 NY	-9[illegible]9
12/13/23	CHECKCARD 1212 EASTER SEALS REHA EVANSVILLE IN 0522702334760005138437 5 CKCD 8398 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10.40
12/14/23	PURCHASE 1213 IPOSTALSCHEDULEPI 8455795770 NY	-1[illegible]00
12/15/23	CHECKCARD 1214 SQ *ALL PEOPLE CO Nashville TN 5543286334820810515317 8 CKCD 5814 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-8[illegible]3

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Withdrawals and other debits - continued

Date	Description	Amount
12/18/23	CHECKCARD 1215 TST* NOIR NASHVIL Nashville TN 5543286335020870165069 7 CKCD 5812 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-88[redacted].71
12/18/23	CHECKCARD 1216 ETOLL AVIS U63085 8004820159 IN 5513158335196243477494 6 CKCD 9399 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-10[redacted]9
12/20/23	Alcatraz Alca 12/20 #000105509 PURCHASE Alcatraz Alcatra San Francisco CA	-100[redacted]45
12/21/23	CHECKCARD 1219 TENNESSEE QUICK C 6159655688 TN 8230235335400173958887 5 CKCD 6012 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-51[redacted]8
12/26/23	PURCHASE 1224 Wix.Com, Inc. 4154499034 NY	-36[redacted]5
12/26/23	CHECKCARD 1223 AVIS RENT-A-CAR PHOENIX AZ 5270806335882568333694 7 CKCD 3389 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-266[redacted]93
12/27/23	CHECKCARD 1226 PROCARE SOFTWARE MEDFORD OR 7545084336087580037945 4 CKCD 7372 XXXXXXXXXXXX7307 XXXX XXXX XXXX 7307	-79[redacted]00
Subtotal for card account # XXXX XXXX XXXX 7307		**-$3,032.31**
Total withdrawals and other debits		**-$29,309.86**

Checks

Date	Check #	Amount
12/07/23	1025	-7,087.85
Total checks		**-$7,087.85**
Total # of checks		**1**

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 11/30/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ $250+ in new net purchases on a linked Business debit card has been met
- ✓ $5,000+ combined average monthly balance in linked business accounts has been met
- ✓ Become a member of Preferred Rewards for Business has been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
12/01	47,391.55	12/11	23,441.87	12/20	20,278.76
12/04	38,577.94	12/12	22,454.29	12/21	14,470.82
12/05	38,283.67	12/13	22,466.49	12/22	14,270.82
12/06	38,223.61	12/14	22,465.49	12/26	13,967.84
12/07	24,786.92	12/15	21,279.91	12/27	13,888.84
12/08	24,643.03	12/18	20,379.21	12/28	11,137.16

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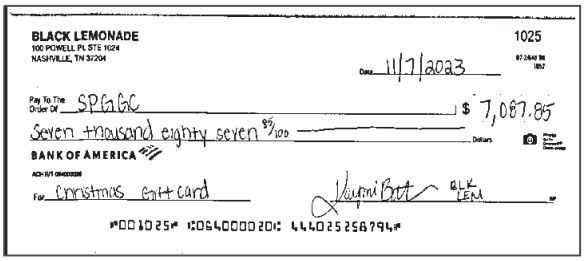
Check images

Account number: 4440 2525 8794
Check number: 1025 | Amount: $7,087.85


BLACK LEMONADE
100 POWELL PL STE 1024
NASHVILLE, TN 37204

1025

Date 11/7/2023

Pay To The Order Of SPGA&C $ 7,087.85

Seven thousand eighty seven 85/100 Dollars

BANK OF AMERICA

For Christmas Gift card

⑈001025⑈ ⑆064000020⑆ 4440252587 94⑈

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY
INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy
615 Church Street
Nashville, TN 37219
Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		CONTRACT #:	
ADDRESS		START DATE:	
CITY, STATE & ZIP		END DATE:	
		CONTACT PERSON	
FEDERAL ID #		CONTACT TELEPHONE	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		REVIEWER:	
TITLE		TITLE	
DATE	_____/ _____/_____	DATE	_____/ _____/_____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment BI) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor: _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

This summer programming opportunity is funded by NAZA

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
ASPIRING YOUTH ENRICHMENT SERVICES

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Aspiring Youth Enrichment Services,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Aspiring Youth Enrichment Services** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Aspiring Youth Enrichment

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ServicesYIA guidance for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. SH **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. SH **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. SH **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) SH **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) LH **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) LH **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) LH **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) LH **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) LH **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) LH **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) LH **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) LH **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

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- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) LH **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) SH **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) SH **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) SH **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) SH **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) SH **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$412,275** (**100** slots for afterschool, **100** slots for summer, transportation and youth-led activities). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and

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expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire**.

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

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C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

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D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance

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During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

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Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.**_Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force

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Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or

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procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

LaDonna Harris, Executive Director
Aspiring Youth Enrichment Services
2624 MORENA ST
Nashville, TN 37208
615-525-0190

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jennifer Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
936A8EB8888C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Aspiring Youth Enrichment Services

By (Signature): LaDonna Harris

Authorized Officer Name:
Title:

Sworn to and subscribed to before me a Notary Public, this 13 day of May, 2025

Notary Public Wendy N Collins

WENDY N. COLLINS
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY
MY COMMISSION EXPIRES 10-4-2027

My Commission expires 10/04/2027 -

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA

Funds For FY 2026 Program

ORGANIZATION NAME	Aspiring Youth Enrichment Services	**CONTRACT # (Office Use):**			
PROGRAM NAME	A.Y.E.S.	**START DATE:**	**7/1/2025**		
ADDRESS	2624 Morena St.	**END DATE:**	**6/30/2026**		
CITY, STATE & ZIP	**Nashville, TN, 37208**	**CONTACT PERSON**	**LaDonna Harris**		
FEDERAL ID # (EIN)	47-1025284	**CONTACT TELEPHONE**	(615) 525 - 0190		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	110,800.00	(1) Executive Director- $2,450 per month for 8 months is $19,600. (1) Program Director – $37.50 per hour for 720 hours is $27,000. (1) Site Director – $37.50 per hour for 432 hours is $16,200. (1) Site Director - $37.50 per hour for 216 hours is $$8,100. (2) Youth Mentors- $25 per hour for 420 hours is $21,000. (3) Youth Mentors - $15 per hour for 420 hours is $18,900. The total amount of $110,800 is charged to this grant.			
Benefits and Taxes	0.00	No charge to this grant.			
Total Personnel Expenses	**110,800.00**				
Office Supplies	1,000.00	The estimated total cost of $1,000 for office supplies is charged to this grant.			
Communications	3,024.00	The cost of 1 phone line and wifi is $256 per month for 9 months is $2,304. The subscription for creating digital marketing materials costs $20.00 per month for 9 months. The total cost is $180. The cost of the mobile hot spot is $60 per month for 9 months. The total cost is $540. 100% of the total cost of $3,024 is charged to this grant..			
Postage and Shipping	76.00	The total amount of $76 is charged to this grant.			
Occupancy	2,400.00	The cost of Electric cost $200 per month and the water cost about $66.70 per month. This cost is $2,400 for 9 months. The total cost is charged to this grant.			
Equipment Rental and Maintenance	0.00	No charge to this grant.			
Printing and Publications	1,000.00	An estimated cost of $1,000 for printing and publications and 100% of the total cost is charge			
Travel/Conferences & Meetings	200.00	The total cost of $200 for parking and mis. travel expenses is charged to this grant.			
Insurance	0.00	No cost to this grant.			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	15,000.00	The average cost is $15,000 for learning supplies, learning software, programs, games, food, and materials for 100 participants. The total amount of $15,000.00 is charged to this grant.			
Transportation	12,200.00	After-School Transportation - One small bus cost about $108.90.00 per day for 112 days. The total amount of $12,200.00 is charged to this grant.			
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating			
Professional Fees/Enhancement partners	2,000.00	Enhancement Partners cost $2,000 for 40 sessions. Any contracted services, including external enhancement partners- cost per contract or per hour/class			
Other Non-Personnel	0.00	No charge to this grant.			
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.			
Total Non-personnel	**36,900.00**				
Afterschool sub-total	**147,700.00**				
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**			
Salaries and Wages	$163,384	(1) Executive Director - $60.00 per hour for 880 hours is $52,800. (1) Program Director- $37.50 per hour for 480 hours is $18,000. (1) Site Director -$40.00 per hour for 600 hours is $24,000. (2) Youth Mentors - $18.00 per hour for 320 hours is $11,520. (1) Technical Assistant - $20.00 per hour for 320 hours is $6,400. (1) Book keeper - $17.50 per hour for 240 hours is $4,200. (1) Administrator - $18.00 per hour for 1,248 hours is $22,464. (3) Drivers- $25.00 per hour for 320 hours is $24,000. The total amount of $163,384 is charged to this grant.			
Benefits and Taxes	10,000.00	Employment taxes, health benefits, incentives, and worker's comp will cost about $10,000. The total cost of $10,000 will be charged to this grant.			
Total Personnel Expenses	**173,384.00**				
Office Supplies	2,000.00	The estimated cost for office supplies for 3 months is $2,000. The total amount of $2,000 is charged to this grant.			
Communications	1,008.00	The cost of 1 phone line and wifi is $256 per month for 3 months is $768. The subscription for creating digital marketing materials costs $20.00 per month for 3 months. The total cost is $60. The cost of the mobile hot spot is $60 per month for 3 months. The total cost is $180. 100% of the total cost of $1,008 is charged to this grant..			
Postage and Shipping	200.00	The cost of a P.O. Box and other postage services will cost about $200. The total cost will be charged to the grant.			
Occupancy	8,560.00	The rent is $4,000 per month for two months the electric is $200 each month for 2 months. The total cost is $400. The water is $80 per month. The total cost is $160. The total cost of $8,560 for the summer program is charged to this grant.			
Equipment Rental and Maintenance	1,000.00	Estimated cost of maintenance is about $1,000. This total is charged to this grant.			
Printing and Publications	1,000.00	AYES Curriculum Workbooks will cost $10.00 per book for 100 students. The total amount of $1,000.00 will be charged to this grant.			
Travel/Conferences & Meetings	0.00	No charge to this grant.			
Insurance	15,000.00	Liability, comprehensive, and collision insurance will cost $15,000.00 and this total amount will be charged to this grant.			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	25,000.00	Meals and snacks, learning supplies, learning software, programs, games, food, etc. The cost of about $250 per youth for 100 youth will total to $25,000.			
Field Trips	20,000.00	The average cost of admissions to all of the summer field trips for 100 youth is $200 per participant. This is a total of $20,000. The estimated total cost of the admissions of about 8 field trips for 100 participants is $20,000.			

Professional Fees/Enhancement partners	7,420.00	The auditor is about per $5,000 year, contractors and enhancement partners cost about $151 per session for 16 sessions totaling to about $2,420 The total amount of $7,420 is charged to this grant. Any contracted services, including external enhancement partners- cost per			
(Other) Transportation	10,003.00	Summer transportation- The charter buses,company buses, vans, fuel, maintenance, and repairs, will cost a total of about $263.24 per day for 38 days. The total amount of $10,003 will be charged to this grant.			
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.			
Total Non-personnel	**91,191.00**				
Summer sub-total	**264,575.00**				
TOTAL	**412,275.00**				
RECIPIENT					
AUTHORIZED SIGNATURE:					
	LaDarra Harris				
TITLE					
DATE	5/14/2025				

RESPONSE #22274 SUBMITTED ON 05/14/2025 10:04:40 AM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Aspiring Youth Enrichment Services**

Programming Information

Days of Week of Afterschool Program	**4 days per week**

Edit section title

Afterschool site plan	**Community Site,School Site**
Please check box if planning summer programming	**X**
Afterschool Program Name	**AYES Afterschool Program**

Afterschool Programming

Name of School Site Location	**H.G. Hill Middle School**
Address of School Program Site	**150 Davidson Rd, Nashville, TN 37205**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**45**
Transportation needed?	**Yes**

Afterschool Programming

Name of Community Site Location	**Pruitt Library**
Address of Community Program Site	**117 Charles E Davis Blvd, Nashville, TN 37210**

For Community Sites Only

Target School for Community Site	**Margaret Allen Middle School**
Target School for Community Site	**Lead Cameron Middle**
Target School for Community Site	**STEM Academy**
Number of youths targeted for site	**55**
3rd Party Transportation needed?	**No**

Summer Programming Information

Summer Program Name	**AYES Summer Program**

Summer Programming Information

Edit section title

Name of Summer Site Location	**Ebenezer Community Church**
Summer Location address	**2624 Morena St. Nashville, TN 37208**
Number of summer youth targeted for site	**100**
Weeks of Programming	**8 weeks**
Days per Week of Summer Program	**5 days per week**
Hours per Day	**8 hours**
Programming Time Frame	**8:00am - 4:00pm**
Proposed months of Summer programming	**Both**

Signature

LaDonna Harris

492

LaDonna Harris

Name

2025-05-14 15:05:00 (UTC)

Date

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: LaDonna Harris
Name: LaDonna Harris
Title: Executive Director
Agency Name: Aspiring Youth Enrichment Services
Date: 4/15/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: LaDonna Harris

Name: LaDonna Harris

Title: Executive Director

Agency Name: Aspiring Youth Enrichment Services

Date: 4/15/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 17 2015

ASPIRING YOUTH ENRICHMENT SERVICES
901 PENNINGTON AVE
NASHVILLE, TN 37206-0000

Employer Identification Number:
47-1025284
DLN:
26053444001825
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
March 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
March 15, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ASPIRING YOUTH ENRICHMENT SERVICES

Sincerely,

Tamera Ripperda

Director, Exempt Organizations

Letter 5436

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tre Hargett
Secretary of State

Division of Business Services
Department of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

LADONNA HARRIS
9339 CHARLOTTE PIKE #591
NASHVILLE, TN 37209

Request Type: Certified Copies | Issuance Date: 03/20/2023
Request #: 521397 | Copies Requested: 1

Document Receipt

Receipt # : 007922423	Filing Fee:	$20.00
Payment-Account - #096999 Aspiring Youth Enrichment Services, NASHVILLE, TN		$20.00

I, Tre Hargett, Secretary of State of the State of Tennessee, do hereby certify that **Aspiring Youth Enrichment Services,** Control # 751459 was formed or qualified to do business in the State of Tennessee on 03/19/2014. Aspiring Youth Enrichment Services has a home jurisdiction of TENNESSEE and is currently in an Active status. The attached documents are true and correct copies and were filed in this office on the date(s) indicated below.

Tre Hargett
Secretary of State

Processed By: Cassandra Bowman

The attached document(s) was/were filed in this office on the date(s) indicated below:

Reference #	Date Filed	Filing Description
A0223-1635	03/19/2014	Initial Filing

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

CHARTER
NONPROFIT CORPORATION (ss-4418)

Division of Business Services
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102
(615) 741-2286

Filing Fee: $100

For Office Use Only

Control # 000751459
FILED: Mar 19, 2014 11:34AM
DLN # A0223-1635.001
Tre Hargett,
Secretary of State

The undersigned, acting as incorporator(s) of a nonprofit corporation under the provisions of the Tennessee Nonprofit Corporation Act, adopt the following Articles of Incorporation.

1. The name of the corporation is: Asiring Youth Enrichment Services

2. Name Consent: (Written Consent for Use of Indistinguishable Name)
☐ This entity name already exists in Tennessee and has received name consent from the existing entity.

3. This company has the additional designation of:

4. The name and complete address of its initial registered agent and office located in the State of Tennessee is:
Asiring Youth Enrichment Services
901 PENNINGTON AVE
NASHVILLE, TN 37206-2272
DAVIDSON COUNTY

5. Fiscal Year Close Month: December **Period of Duration:** Perpetual

6. If the document is not to be effective upon filing by the Secretary of State, the delayed effective date and time is:
(none) **(Not to exceed 90 days)**

7. The corporation is not for profit.

8. Please complete all of the following sentences by checking one of the two boxes in each sentence:
This corporation is a ☐ public benefit corporation / ☑ mutual benefit corporation.
This corporation is a ☐ religious corporation / ☑ not a religious corporation.
This corporation will ☐ have members / ☑ not have members.

9. The complete address of its principal executive office is:
901 PENNINGTON AVE
NASHVILLE, TN 37206-2272
DAVIDSON COUNTY

(Note: Pursuant to T.C.A. §10-7-503 all information on this form is public record.)

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

CHARTER
NONPROFIT CORPORATION (ss-4418)

Division of Business Services
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102
(615) 741-2286

Filing Fee: $100

For Office Use Only

Control # 000751459
FILED: Mar 19, 2014 11:34AM
DLN # A0223-1635.002
Tre Hargett,
Secretary of State

The name of the corporation is: Asiring Youth Enrichment Services

10. The complete mailing address of the entity (if different from the principal office) is:

11. List the name and complete address of each incorporator:

Title	Name	Business Address	City, State, Zip
	LaDonna Harris	901 PENNINGTON AVE	NASHVILLE, TN 37206

12. School Organization: (required if the additional designation of "School Organization - Exempt" is entered in section 3.)

- ☐ I certify that pursuant to T.C.A. §49-2-611, this nonprofit corporation is exempt from the $100 filing fee required by T.C.A. §48-51-303(a)(1).
- ☐ This nonprofit corporation is a "school support organization" as defined in T.C.A. §49-2-603(4)(A).
- ☐ This nonprofit corporation is an educational institution as defined in T.C.A. §48-101-502(b).

13. Insert here the provisions regarding the distribution of assets upon dissolution:

In the event of dissolution of the Corporation, all assets will be distributed to another nonprofit organization with a similar purpose.

14. Other Provisions:

(Note: Pursuant to T.C.A. §10-7-503 all information on this form is public record.)

Mar 19, 2014 11:34AM
Signature Date

Electronic
Incorporator's Signature

LaDonna Harris
Incorporator's Name (printed or typed)

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

April 07, 2025

LADONNA HARRIS
2624 MORENA ST
NASHVILLE, TN 37208 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: ASPIRING YOUTH ENRICHMENT SERVICES
CO Number: CO24366
Renewal Date: 09/30/2025

Dear LADONNA HARRIS :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2025109064

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/charities

CO Number: CO24366
Filed: 03/25/2025 09:06 AM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: ASPIRING YOUTH ENRICHMENT SERVICES

Legal entity type of the Organization: Corporation

Business Services Control Number: 000751459 **FEIN:** 47-1025284

Initial Registration Date: 07/23/2015 **Renewal Date:** 09/30/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: March

When and where was the organization legally established

Date: 03/19/2014 **Country:** USA **City/State:** NASHVILLE, TN **County:** Davidson

Has your Principal Office address changed since your last renewal?
☑ Yes ☐ No

Amended Principal Office Address
2624 MORENA ST
NASHVILLE, TN 37208, USA

Has your Mailing address changed since your last renewal?
☑ Yes ☐ No

Amended Mailing Office Address
2624 MORENA ST
NASHVILLE, TN 37208, USA

Contact Information for the Charitable Organization

Contact Name: LADONNA HARRIS

Telephone Number: (615) 525-0190

Email: ayestn@gmail.com **Website:** http://www.ayestn.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

O - Youth Development

The charitable purpose of the organization

Our mission is to provide programs which empower disadvantaged youth to overcome the obstacles of negative influences and create a positive change within themselves by becoming self-sufficient and financially responsible. We are bridging the gap between Metro Public Schools, home, and the real world.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: April 2023 **Last Fiscal Year End:** March 2024

Type of 990 Tax Form Filed: 990 (Long Form)

Government Grants	$ 400,798.00
Total Revenue	$ 408,661.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Ms. Janette Gates
2624 MORENA ST
NASHVILLE, TN 37208, USA
Title(s): Treasurer

Ms. LaDonna Harris
602 Pennington Ave.
Nashville, TN 37206, USA
Title(s): Chief Executive Officer, Director, Custodian of Final Distributions

Mrs. KRISTEN DUNLAP
2624 MORENA ST
NASHVILLE, TN 37208, USA
Title(s): Secretary, Custodian of Contributions

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: LaDonna Harris

Date: 03/24/2025

Title: Chief Executive Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Kristen M Dunlap

Date: 03/25/2025

Title: Secretary

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 03/21/2025 **Invoice:** 2025-149706

Customer Information

LADONNA HARRIS
ASPIRING YOUTH ENRICHMENT SERVICES
2624 MORENA ST
NASHVILLE, TN 37208 , USA

Tracking Number	Description	Amount Paid
2025109064	ASPIRING YOUTH ENRICHMENT SERVICES (CH Filing Late Fee)	$ 60.00
2025109064	ASPIRING YOUTH ENRICHMENT SERVICES (CH Charitable Renewal)	$ 10.00

Payment Details

Fee Total:	$ 70.00
Payment Total:	$ 0.00
Amount Due:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3894413006

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ASPIRING YOUTH ENRICHMENT SERVICES

INDEPENDENT AUDITORS' REPORT
AND
FINANCIAL STATEMENTS

FOR THE YEAR ENDED
MARCH 31, 2024

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ASPIRING YOUTH ENRICHMENT SERVICES
INDEPENDENT AUDITORS' REPORT
AND FINANCIAL STATEMENTS

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DYWUANA MORRIS, CPA
PROFESSIONAL ACCOUNTING. PERSONAL TOUCH

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Aspiring Youth Enrichment Services
6339 Charlotte Pike, Ste 591
Nashville, TN 37209

We have audited the financial statements of *Aspiring Youth Enrichment Services* (a Tennessee not-for-profit corporation) which comprise the statement of financial position as of March 31, 2024, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of *Aspiring Youth Enrichment Services* as of March 31, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of *Aspiring Youth Enrichment Services* and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about *Aspiring Youth Enrichment Services'* ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

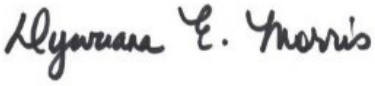
Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decision of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of *Aspiring Youth Enrichment Services'* internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about *Aspiring Youth Enrichment Services'* ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal controls related matters that we identified during the audit.



Dywuana Morris, CPA Firm
Marietta, GA
June 17, 2024

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ASPIRING YOUTH ENRICHMENT SERVICES
STATEMENT OF FINANCIAL POSITION
MARCH 31, 2024

Assets		
Current assets		
Cash	$	51,233
Total current assets		51,233
Fixed Assets		
Vehicles		9,000
Accumulated Depreciation		(500)
Total fixed assets		8,500
Total assets	$	59,733
Liabilities and net assets		
Accounts Payable	$	8,848
Total liabilities		8,848
Net Assets		
Without Donor Restrictions		50,885
Total net assets		50,885
Total liabilities and net assets	$	59,733

The accompanying notes are an integral part of these financial statements.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ASPIRING YOUTH ENRICHMENT SERVICES
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED MARCH 31, 2024

Grant Revenue	$	400,503
Contributions of Cash and other Financial Assets		21,114
Contributions of Non Financial Assets		12,000
Program Income		-
Other Income		1,741
Total Operating Revenue		435,358
Expenses		
Program Expenses		368,215
General and Administrative		20,591
Total Expenses		388,806
Change in Net Assets		46,552
Net Assets, Beginning of Year		4,333
Net Assets, End of Year	$	50,885

The accompanying notes are an integral part of these financial statements

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ASPIRING YOUTH ENRICHMENT SERVICES
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2024

Cash flows from operating activities		
Increase in net assets	$	46,552
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation		500
Increase in accounts payable		8,848
Net cash used in operating activities		55,900
Cash flows from investing activities		
Purchase of fixed assets		(9,000)
Net cash used in investing activities		(9,000)
Cash flows from financing activities		-
Net decrease in cash and cash equivalents		46,900
Cash and cash equivalents, beginning of year		4,333
Cash and cash equivalents, end of year	**$**	**51,233**

The accompanying notes are an integral part of these financial statements.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ASPIRING YOUTH ENRICHMENT SERVICES
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED MARCH 31, 2024

	Program Expenses	General and Administrative	Total
Bank Service Charges	$ 669	$ 142	$ 811
Benefits and Taxes	7,858	-	7,858
Communication	1,515	-	1,515
Contract Services	8,455	-	8,455
Depreciation	500	-	500
Direct Youth Expenses	55,353	-	55,353
Field Trip	3,107	-	3,107
Insurance	6,383	-	6,383
Miscellaneous	-	764	764
Occupancy- Utilities	-	2,465	2,465
Occupancy- Rent In-Kind	-	12,000	12,000
Operations - Books, Subscriptions	1,117	-	1,117
Operations - Supplies and Food	1,493	-	1,493
Payroll Expenses	216,163	-	216,163
Program Activities	32,918	-	32,918
Repairs and Maintenance	1,017	-	1,017
Supplies	-	1,210	1,210
Transportation	27,378	4,010	31,388
Travel and Meetings	4,289	-	4,289
Total Expenses	$ 368,215	$ 20,591	$ 388,806

The accompanying notes are an integral part of these financial statements

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NOTE 1---NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of the Organization

Aspiring Youth Enrichment Services ("AYES") is a non-profit organization established to address the academic and social-emotional needs of under-privileged youth and their families residing in the Nashville area. AYES's mission is to deliver programs which empower disadvantaged youth to overcome the obstacles of negative influences and create a positive change within themselves by becoming self-sufficient, strengthening families, and building stronger communities.

Programs

AYES After School Program:

AYES Summer and After School Programs use project-based learning when teaching science, technology, engineering, math, performing/visual arts, and life skills. The program provides several opportunities for students to build a sense of purpose. The AYES Life-Skills Curriculum includes critical-thinking, decision-making, and goal setting.

.

AYES The Answer Program:

AYES facilitates the ANSWER, a community outreach and wraparound program dedicated to self-esteem building, financial literacy, accountability education, and prevention services in the following areas: teen-pregnancy, suicide, drug-abuse prevention, gang, and domestic violence. The program connects families to needed resources, literacy workshops, family-support groups, and additionally through the AYES Midnight Basketball League.

Basis of Presentation

The financial statements have been prepared on the accrual basis of accounting and accordingly revenue is recognized when earned, support and promises to give are recognized when received and expenses are recorded when incurred.

The financial statements presentation follows the recommendations of the Financial Accounting Standard Board's Accounting Standard Codification (FASB ASC 958), Financial Statements of Not-for-Profit Organizations. Under FASB ASC 958, AYES is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Financial position and activities are classified based on the existence or absence of donor restrictions as follows:

> Net Assets Without Donor Restrictions — Net assets that are not restricted by purpose or time either temporarily or permanently by explicit donor stipulations or by law. Board designation does not constitute a donor restriction.

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Net Assets With Donor Restrictions — Net assets that are restricted by purpose or time either temporarily or permanently by explicit donor stipulations or by law

As of March 31, 2024, AYES had no net assets with donor restrictions.

Revenue, Support, and Expenses
AYES receives contributions from corporations and individual donors and recognizes revenue when cash or a firm promise to give is obtained.

Contributions received are measured at their fair value and are reported as an increase in net assets. AYES reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

Expenses are recorded when incurred in accordance with the accrual basis of accounting.

Use of Estimates
The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents
For purposes of the statement of cash flows, AYES cash and cash equivalents consist of two checking accounts maintained at financial institutions.

In-Kind Donations
AYES follows the recommendations of the Financial Accounting Standard Board's Accounting Standard Codification (FASB ASC 958), Financial Statements of Not-for-profit Organizations regarding contributions received and contributions made. These standards require recording the value of donated goods or services that create or enhance non-financial assets or require specialized skills. Subject matter experts lend their time and talents at no charge to spare AYES the cash outlay for such goods and services rendered. All in-kind donations are captured and reported appropriately in the AYES financial records.

AYES records donated goods and services at fair value.

Income Taxes
AYES is a tax-exempt entity under Section 501 (c) (3) of the Internal Revenue Code. Accordingly, no provision for income tax is considered necessary.

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Fair Values of Financial Instruments
The carrying values of current assets and current liabilities approximate fair values due to the short maturities of these instruments. The fair values of the noncurrent liabilities approximate the carrying amounts and are estimated based on current rates offered to AYES.

Fixed Assets
Disbursements for property and equipment are capitalized and reflected in the statement of financial position at cost. Expenditures for additions and major improvements are capitalized while those for maintenance and repairs are charged to expenses as incurred. Depreciation, which is reflected as an expense in the statement of activities, is computed on the straight-line method over the following estimated useful lives:

	Years
Furniture and equipment	5-7
Vehicles	3-10

NOTE 2--LIQUIDITY AND AVAILABILITY

As of March 31, 2024, AYES had $51,233 of financial assets available within one year of the statement of financial position date to meet cash needs for general expenditures, consisting of cash, cash equivalents and an endowment established to meet operational needs as needed. None of these financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditures within one year of the statement of financial position date.

NOTE 3--IN-KIND OCCUPANCY COSTS

AYES received donated office and activity space totaling $12,000 as of March 31, 2024, for the operation of its program services from Ebenezer Community Church located at 2624 Morena Street. These in-kind goods and services have been recorded at fair value as in-kind contributions on the statement of activities.

NOTE 4--SUBSEQUENT EVENTS

There were no subsequent events requiring disclosure as of June 17, 2024, the date management evaluated such events. June 17, 2024 is the date the financial statements were available to be issued.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
SALAMA URBAN MINISTRIES

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Salama Urban Ministries,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Salama Urban Ministries** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Salama Urban Ministries YIA

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guidance for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1._____ **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. _____ **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. _____ **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) _____ **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) KW **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) KW **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) KW **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) KW **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) KW **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) KW **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) KW **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) KW **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) _____ **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle**.** Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) KW **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) KW **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) _____ **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) _____**Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) _____ **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$27,100** (**20** slots for afterschool). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for

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the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire.**

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or

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monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval

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of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance

During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and

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amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

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Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.**_Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force

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Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or

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procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Dawana Wade, Chief Executive Officer
Salama Urban Ministries
1205 8th Avenue South
Nashville TN 37203
(615) 251-4050

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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Grant contract between the Metropolitan Government of Nashville and Davidson County and **Salama Urban Ministries**, Contract #_____ July 1, 2025 – June 30, 2026

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
030A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Salama Urban Ministries

By (Signature): _____

Authorized Officer Name:
Title: CEO

Sworn to and subscribed to before me a Notary Public, this 15th day of May, 2025

Notary Public

JOYCE E. NEAL
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY

My Commission expires 20 March 2028

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	Salama Urban Ministries	CONTRACT # (Office Use):			
PROGRAM NAME	Salama Middle School Program	START DATE:	August 1, 2025		
ADDRESS	1205 8th Avenue South	END DATE:	June 30, 20205		
CITY, STATE & ZIP	Nashville TN 37203	CONTACT PERSON	Dawana Wade		
FEDERAL ID # (EIN)	58-2198012	CONTACT TELEPHONE	(615)251-4050		
COST CATEGORIES	TOTAL BUDGET REQUEST	BUDGET EXPLANATION/DETAILS		OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA	Grantor name
After-School Programs		After-school program starts 09/03/2024 | **Per slot rate for afterschool is $1,355**			
Salaries and Wages	20,600.00	$4,200 per middle school teacher per school year. $15/hour for a total of 20 hours/ week for 28 weeks equals $4,200. We have two teachers, for a total of $8,400. 33% of our Kitchen Coordinators salary goes to preparing meals and snacks for middle school students - $2,772. 25% of our Program Directors salary goes to working with middle school students - $5,250. Lastly - 6% of the Executive Director's time goes to supporting middle schoolers - $4,178. This totals $20,600.		This amount covers the cost of staffing for our middle school program	
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant			
Total Personnel Expenses	**20,600.00**				
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number			
Insurance	0.00	Unit cost or % of total cost charged to this grant			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	6,500.00	This will go towards meals. We spend approximately $46,000 annually on food for our students. Our actual budget for middle school students meals and snacks for the afterschool program is $9,000, but we will only bill $6,500 to this grant.		2500	We will use funding from Foundtation and individual donor gifts to cover the difference.
Transportation	0.00	Daily rate, number of days separated by afterschool and summer (if applicable)			
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating			
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class			
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed			

Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**6,500.00**			
Afterschool sub-total	**27,100.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	0.00	Number of staff x Number of hours and hourly rate charged to this grant or percentage of salary for each charged to this grant		
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant		
Total Personnel Expenses	**0.00**			
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number		
Insurance	0.00	Unit cost or % of total cost charged to this grant		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type		
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating		
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class		
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**0.00**			
Summer sub-total	**0.00**			
TOTAL	**27,100.00**			
RECIPIENT				
AUTHORIZED SIGNATURE:				
TITLE	CEO			
DATE	_5_ / _15_ / _25_			

RESPONSE #22275 SUBMITTED ON 05/14/2025 10:48:00 AM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Salama Urban Ministries**

Programming Information

Days of Week of Afterschool Program	**5 days per week**

Edit section title

Afterschool site plan	**Community Site**
Please check box if planning summer programming	*No answer given*
Afterschool Program Name	**N/A**

Afterschool Programming

Name of Community Site Location	**Salama Urban Ministries**
Address of Community Program Site	**500 HILLSIDE CT. NASHVILLE, TN 37203**

For Community Sites Only

Target School for Community Site	**J. T. Moore**
Target School for Community Site	**Rose Park**
Number of youths targeted for site	**20**
3rd Party Transportation needed?	**No**

Signature

Dawana Wade

Dawana Wade

Name

2025-05-14 15:49:11 (UTC)

Date

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Dawana L. Wade

Name: Dawana L. Wade

Title: CEO

Agency Name: Sakuma Urban Ministries

Date: 4-17-25

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

*Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.

Signature of Authorized Representative: Dawana L. Wade

Name: Dawana L. Wade

Title: CEO

Agency Name: Salama Urban Ministries

Date: 4-19-25

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Internal Revenue Service

Date: August 2, 2005

SALAMA URBAN MINISTRIES INC
1205 8TH AVE S
NASHVILLE TN 37203-5003

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Sheila Schrom 31-02836
Customer Service Representative
Toll Free Telephone Number:
8:30 a.m. to 5:30 p.m. ET
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
58-2198012

Dear Sir or Madam:

This is in response to your request of August 2, 2005, regarding your organization's tax-exempt status.

In November 1995 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services

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AMENDED AND RESTATED CHARTER

OF

SALAMA URBAN MINISTRIES

ARTICLE ONE

Name

The name of the corporation is **SALAMA URBAN MINISTRIES.**

ARTICLE TWO

Public Benefit Corporation

The corporation is a public benefit corporation.

ARTICLE THREE

No Members

The corporation shall have no members.

ARTICLE FOUR

Nonprofit Corporation; Charitable, Scientific and Educational Purposes

The Corporation is a not for profit corporation under the provisions of the Tennessee Nonprofit Corporation Act. The purposes of the Corporation, as set forth herein and in the Charter, are exclusively charitable and educational within the meaning of Section 501(c)(3) of the Internal Revenue Code, as amended (the "Code"). Specifically, the purpose of the Corporation is to assist children and youth in succeeding in school and building a foundation for a productive adulthood and to support families in equipping children and youth with the skills and values needed for success in life. In furtherance of such purposes, the Corporation shall have full power and authority:

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(A) To establish and implement fund raising programs, and to accept and receive gifts, grants, contributions, and bequests of real and personal property for the use and benefit of the corporation's charitable, scientific and educational programs;

(B) To hold, manage, invest, reinvest, and expend funds and properties so received in furtherance of the corporation's purposes;

(C) To borrow money and issue evidences of indebtedness in furtherance of any or all of the corporation's purposes; and

(D) To perform all other acts necessary or incidental to the above and to do whatever is deemed necessary, useful, advisable, or conducive, directly or indirectly, to carry out any of the purposes of the corporation, as set forth in this Charter, including the exercise of all other power and authority enjoyed by corporations generally by virtue of the provisions of the Tennessee Nonprofit Corporation Act (within and subject to the limitations imposed upon organizations described in Section 501(c)(3) of the Code, which organizations are exempt from Federal income taxation under Code Section 501(a)).

The corporation shall serve only such purposes and functions and shall engage only in such activities as are consonant with the purposes set forth in this Article Four, as are exclusively charitable, scientific and educational and entitled to tax-exempt status under Section 501(c)(3) of the Code.

ARTICLE FIVE

Publicly Supported Tax-Exempt Nonprofit Corporation

(a) The corporation shall be neither organized nor operated for pecuniary gain or profit.

(b) The corporation is organized and shall be operated exclusively for charitable, scientific and educational purposes.

(c) No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, any director, officer, or trustee of the corporation, or any other private person; provided that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes as set forth in Article Four hereof.

(d) No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation (except as otherwise permitted in Code Section 501(h)) (including the publication or distribution of statements); and the corporation shall not participate in, or intervene in any political campaign on behalf of any candidate for public office.

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(e) Notwithstanding any other provision of this Charter, the corporation shall not carry on any other activities not permitted to be carried on by a corporation (i) that is described in Code Section 501(c)(3) and exempt from Federal income taxation under Section 501(a) of the Code and is not a private foundation within the meaning of Section 509(a) of the Code; and (ii) contributions to which are deductible for Federal income tax purposes under Code Section 170(a) and 170(b)(1)(A) and Code Section 2055(a) and 2522(a) or (b).

Prior to the filing of this Amended and Restated Charter, the corporation had, and after this filing it is intended that the corporation shall have continue to have, the status of an organization that is described in Code Section 501(c)(3) and exempt from Federal income taxation under Code Section 501(a) and is not a private foundation within the meaning of Code Section 509(a). It is further intended that the corporation be an organization described in Code Sections 170(c) and 170(h)(1)(A), contributions to which are deductible under Code Sections 170(a), 2055(a) and 2522(a) or (b). Accordingly, all terms and provisions of this Charter and the Bylaws of the corporation, and all authority and operations of the corporation, shall be construed, applied and carried out in accordance with such intent.

ARTICLE SIX

Distribution of Assets Upon Dissolution of Corporation

Upon dissolution of the corporation, the Board of Directors shall, after paying or making provisions for payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation by distributing such assets exclusively for the purposes of the corporation set forth in Article Four in such manner, or to such organization or organizations organized and operated exclusively for charitable, scientific and educational uses and purposes as shall at such time qualify as exempt from taxation under Code Section 501(c)(3) and as other than a private foundation under Section 509(a) of the Code, as the Board of Directors shall determine; provided, however, preference shall be given to organizations organized and operated for charitable, scientific and educational purposes similar to those of the corporation, and no such distribution shall be made to an organization that is not then described in Sections 170(b)(1)(A), 2055(a) and 2522(a) or (b) of the Code. Any assets not so disposed of shall be disposed of by a court of competent jurisdiction for the county in which the principal office of the corporation is then located exclusively for such purposes or to such organization or organizations as said court shall determine, which are then organized and operated exclusively for such purposes.

ARTICLE SEVEN

Registered Office and Registered Agent

The registered office of the corporation shall be at 1205 8th Avenue South, Nashville, Davidson County, Tennessee 37202. The initial registered agent of the corporation at such address shall be Stan Webber.

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ARTICLE EIGHT

Principal Office

The principal office of the corporation shall be at 1205 8th Avenue South, Nashville, Davidson County, Tennessee 37202.

ARTICLE NINE

Board of Directors

The business and affairs of the corporation shall be managed by a Board of Directors. It shall be the duty of the directors to carry out the purposes and functions of the corporation.

(a) The number of directors, their terms and the manner of their appointment shall be specified in the Bylaws of the corporation;

(b) Whenever the Board of Directors is required or permitted to take any action by vote, such actions may be taken without a meeting on written consent or consents setting forth the action so taken, signed by all of the directors, indicating each signing director's vote or abstention. The affirmative vote of the number of directors that would be necessary to authorize or to take such action at a meeting is an act of the Board of Directors;

(c) The Board of Directors shall have the powers and duties set forth in this Charter and in the Bylaws, to the extent that such powers and duties are not inconsistent with the status of the corporation as a nonprofit corporation that is described in Code Section 501(c)(3) and exempt from Federal income taxation under Section 501(a) of the Code and is not a private foundation within the meaning of Code Section 509(a).

ARTICLE TEN

No Personal Liability of Directors

To the fullest extent permitted by the Tennessee Nonprofit Corporation Act, as it may be amended from time to time, a director, officer or incorporator of the corporation shall not be liable to the corporation for monetary damages for breach of fiduciary duty in such capacity. If the Tennessee Nonprofit Corporation Act is amended after the date on which this Charter is filed with the Tennessee Secretary of State to authorize corporate action further eliminating or limiting the personal liability of a director, officer or incorporator, then the liability of a director, officer or incorporator of the corporation shall be eliminated or limited to the fullest extent permitted by the Tennessee Nonprofit Corporation Act, as so amended from time to time. Any repeal or modification of this Article Ten by the corporation shall not adversely affect any right

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or protection of a director, officer or incorporator of the corporation existing at the time of such repeal or modification or with respect to events occurring prior to such time.

Each person who was or is made a party or is threatened to be made a party to or is otherwise involved in any action, suit or proceeding, whether civil, criminal, administrative or investigative and whether formal or informal (hereafter referred to as a "Proceeding"), by reason of the fact that he or she is or was a director, officer or incorporator of the corporation or is or was serving at the request of the corporation as a director, officer, manager or incorporator (or the equivalent thereof) of another corporation or as a partner or trustee of a partnership, joint venture, limited liability company, trust or other enterprise, including service with respect to employee benefit plans (hereinafter an "Indemnitee"), whether the basis of such proceeding is alleged action in an official capacity as a director, officer, manager or incorporator or in any other capacity while serving as a director, officer, manager or incorporator, shall be indemnified and held harmless by the corporation to the fullest extent authorized by the Tennessee Nonprofit Corporation Act, as the same may be amended (but, in the case of any such amendment, only to the extent that such amendment permits the corporation to provide broader indemnification rights than such law permitted the corporation to provide prior to such amendment), against all expense, liability and loss (including but not limited to counsel fees, judgments, fines, ERISA, excise taxes or penalties and amounts paid in settlement) reasonably incurred or suffered by such Indemnitee in connection therewith and such indemnification shall continue as to an Indemnitee who has ceased to be a director, officer, manager or incorporator and shall inure to the benefit of the Indemnitee's heirs, executors and administrators. The right to indemnification conferred in this Article Ten shall be a contract right and shall include the right to be paid by the corporation the expenses incurred in any such proceeding in advance of its final disposition (hereinafter an "Advancement of Expenses"); provided, however, that an Advancement of Expenses incurred by an Indemnitee shall be made only upon delivery to the corporation of an undertaking, by or on behalf of such Indemnitee, to repay all amounts so advanced if it shall ultimately be determined by final judicial decision from which there is no further right to appeal that such Indemnitee is not entitled to be indemnified for such expenses under this Article Ten or otherwise, the Indemnitee furnishes the corporation with a written affirmation of his or her good faith belief that he or she has met the standards for indemnification under the Tennessee Nonprofit Corporation Act, and a determination is made that the facts then known to those making the determination would not preclude indemnification.

The corporation may indemnify and advance expenses to an officer, employee or agent who is not a director to the same extent as to a director by specific action of the corporation's Board of Directors or by contract.

The rights to indemnification and to the Advancement of Expenses conferred in this Article Ten shall not be exclusive of any other right that any person may have or hereafter acquire under any statute, this Charter, Bylaw, agreement, vote of disinterested directors or otherwise.

The corporation may maintain insurance, at its expense, to protect itself and any director, officer, manager, employee or agent of the corporation or of another corporation, partnership, joint venture, limited liability company, trust or other enterprise against any expense, liability or

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loss, whether or not the corporation would have the power to indemnify such person against such expense, liability or loss under the Tennessee Nonprofit Corporation Act.

Notwithstanding anything in this Article Ten to the contrary, the provisions of this Article Ten shall be subject to all limitations applicable to organizations that are exempt from Federal income taxation under Section 501(c)(3) of the Code, contributions to which are deductible under Code Section 170(a) and 170(b)(1)(A). Accordingly, this Article Ten shall be of no force and effect to the extent such provisions are inconsistent with such limitations.

ARTICLE ELEVEN

Definitions

For purposes of this Charter and the corporation's Bylaws, the terms "charitable" and "educational" shall have the same meaning as such terms have in Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code and the U.S. Treasury regulations promulgated thereunder. All references in this Charter to sections of the Internal Revenue Code shall be considered references to the Internal Revenue Code of 1986, as it may be amended from time to time, and to the corresponding provision of any applicable future United States Internal Revenue law, and to all U.S. Treasury regulations promulgated under such sections and provisions.

ARTICLE TWELVE

Amendments

This Charter may be amended at any time and from time to time by the affirmative vote of a majority of all of the directors then in office; provided, however, that this Charter shall not be amended so as to cause the corporation to cease to qualify as an organization exempt from Federal income taxation under Code Section 501(a) by virtue of being described in Code Section 501(c)(3) as other than a private foundation within the meaning of Code Section 509(a), contributions to which are deductible under Section 170(c)(2) of the Code.

IN WITNESS WHEREOF, this Charter has been executed this ___ day of _____, 2006.

SALAMA URBAN MINISTRIES

_____

Stan Weber, President

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ARTICLES OF AMENDMENT
TO THE CHARTER
OF
SALAMA FELLOWSHIP URBAN MINISTRIES

The undersigned, Salama Fellowship Urban Ministries, a Tennessee nonprofit corporation, adopts the following articles of amendment to its Charter pursuant to the applicable provisions of the Tennessee Nonprofit Corporation Act (the "Act"):

1. The name of the corporation is

SALAMA FELLOWSHIP URBAN MINISTRIES

2. The corporation is a nonprofit corporation.

3. Paragraph 1 of the Charter is deleted in its entirety, and is fully restated as follows:

The name of the Corporation is
SALAMA URBAN MINISTRIES, INC.

4. Paragraph 15 of the Charter is amended and fully restated as follows:

15. Upon the dissolution of the corporation, the board of directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, distribute all assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, or scientific purposes as shall at the time qualify as an organization or organizations described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or any successor provision to such Section), with first consideration for distribution being given to another corporation associated with Salama Urban Ministries, Inc. whose objectives are as similar as possible to those of Salama Urban Ministries, Inc., as the board of directors in its discretion shall determine.

5. Paragraph 16 is amended and fully restated as follows:

16. This Charter may be amended at any time, and from time to time, by the board of directors of the corporation.

6. The amendments set forth herein were adopted by the corporation's board of directors at meeting duly called and held on _____, 2014. The Amendments No. 4 and 5, with respect to eliminating from the charter certain approvals previously required by the elders of Christ Presbyterian Church and Belmont Church, were approved by their

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respective governing bodies as attested below. No other approvals were required pursuant to the corporation's charter, the corporation's bylaws or the Act.

7. These Articles of Amendment shall be effective immediately upon filing in the Office of the Tennessee Secretary of State.

[Remainder of this page is intentionally blank.
Signature page follows.]

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[Signature Page to the Articles of Amendment to the Charter of Salama Fellowship Urban Ministries]

DATED: _____, 2014

SALAMA FELLOWSHIP URBAN MINISTRIES

By:_____

Name:_____

Title:_____

ATTEST:

Each of the undersigned attests that the foregoing Articles of Amendment were duly approved by the undersigned's governing body.

CHRIST PRESBYTERIAN CHURCH, INCORPORATED

By:_____

Name:_____

Title:_____

BELMONT CHURCH

By:_____

Name:_____

Title:_____

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Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

April 17, 2025

Ms. MADISON ADAMS
1205 8TH AVENUE SOUTH
NASHVILLE, TN 37203 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: SALAMA URBAN MINISTRIES, INC.
CO Number: CO7286
Renewal Date: 05/30/2025

Dear Ms. MADISON ADAMS :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024113697

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/charities

CO Number: CO7286
Filed: 05/29/2024 02:17 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: SALAMA URBAN MINISTRIES, INC.
Legal entity type of the Organization: Corporation

FEIN: 58-2198012

Initial Registration Date: 05/27/2005 **Renewal Date:** 12/31/2023

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: June

When and where was the organization legally established
Date: 09/03/1993 **Country:** USA **City/State:** NASHVILLE, TN

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203

Contact Information for the Charitable Organization
Contact Name: Ms. MADISON ADAMS
Telephone Number: (615) 251-4050 **Fax Number:** (615) 251-3040
Email: madams@salamaserves.org **Website:** www.salamaserves.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

X - Religion, Spiritual Development

The charitable purpose of the organization

To support families and equip youth with the skills and values needed for success.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: July 2022 **Last Fiscal Year End:** June 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Gross Revenue

Direct and Indirect Public Contributions	$ 395,875.00
Government Grants	$ 45,346.00
Program Service Revenue	$ 39,689.00
Special Events and Activities	$ 0.00
Gross Sales of Inventory	$ 0.00
Other Revenue	$ 16,867.00
Total Revenue	$ 497,777.00

Expenses

Total Program Expenses	$ 483,590.00
Direct Expenses from Special Events	$ 16,564.00
Cost of Goods Sold	$ 0.00
Management and General Expenses	$ 369,890.00
Fundraising Expenses	$ 1,798.00
Other Expenses	$ 0.00
Total Expenses	$ 871,842.00
Excess/Deficit For the Year (Total Revenue - Total Expenses)	($ 374,065.00)

Changes in Net Assets/Fund Balances

Net Assets/Fund Balances at Beginning of Year	$ 914,366.00
Other Changes in Net Assets or Fund Balances	$ 37,749.00
Net Assets/Fund Balances	$ 578,050.00
Total Liabilities at End of Year	$ 30,575.00
Net Assets/Fund Balances at End of Year	$ 578,050.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Ben Patton
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Secretary, Director

Brian Camp
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): President, Director

MADISON ADAMS
2221 Golden Oak Place
Madison, TN 37115, USA
Title(s): Custodian of Contributions

Ms. Dawana Wade
1205 8th Avenue South
Nashville, TN 37203, USA
Title(s): Chief Executive Officer, Custodian of Final Distributions

Gloria Towner
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

Greg Huddleston
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

James Tapp
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

John Gifford
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

Patrick Dailey
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

Warren Smith
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

MEMREE ROBERTS
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

JESSIE KNOWLES
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

JOY KIMMONS
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Director

VIVIAN BOYLES
1205 8TH AVENUE SOUTH
USA, NASHVILLE, TN 37203
Title(s): Treasurer, Director

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Dawana L. Wade **Date:** 05/29/2024

Title: Chief Executive Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Brian Camp **Date:** 05/29/2024

Title: President

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 05/23/2024 **Invoice:** 2024-03729

Customer Information

Ms. MADISON ADAMS
SALAMA URBAN MINISTRIES, INC.
1205 8TH AVENUE SOUTH
NASHVILLE, TN 37203 , USA

Tracking Number	Description	Amount Paid
2024113697	SALAMA URBAN MINISTRIES, INC. (CH Filing Late Fee)	$ 50.00
2024113697	SALAMA URBAN MINISTRIES, INC. (CH Charitable Renewal)	$ 10.00
		$ 30.00

Payment Details

Fee Total:	$ 90.00
Payment Total:	$ 0.00
Amount Due:	$ 0.00

Payment Method

Payment Type: Check,eCheck
Check/Confirmation Number: 3874678611,5508243423

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Salama Urban Ministries, Inc.

(A Nonprofit Corporation)

Financial Statements

With Independent Accountants' Review Report Thereon

For the Year Ended June 30, 2023

H A Beasley & Company, PLLC

Certified Public Accountants

Murfreesboro, Tennessee

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

H A Beasley
& Company, PLLC
Certified Public Accountants

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To Management and the Board of Directors of
Salama Urban Ministries, Inc.

We have reviewed the accompanying financial statements of Salama Urban Ministries, Inc. (a not-for-profit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Salama Urban Ministries, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Change in Accounting Principle

As discussed in Note B to the financial statements, during the year ending June 30, 2023, the Organization adopted the new accounting guidance in *Financial Accounting Standards Board ("FASB") Accounting Standards Update ("ASU") No. 2016-02, "Leases (Topic 842)"* which requires lessees to recognize a right-of-use asset and lease liability for all leases with terms greater than 12 months. This update also included new disclosure requirements for leases. The Organization also adopted *ASU 2018-10, "Codification Improvements to Topic 842, Leases," ASU 2018-11, "Leases (Topic 842): Targeted Improvements," ASU 2019-01, "Leases (Topic 842): Codification Improvements,"* and *ASU 2021-09, "Leases (Topic 842): Discount Rate for Lessees That Are Not Public Business Entities."* These updates all provided further transitional guidance and additional clarification in implementing *ASU No. 2016-02.*

As discussed in Note B to the financial statements, in the year ended June 30, 2023 the Organization also adopted the new accounting guidance in *FASB ASU No. 2020-10, "Codification Improvements"* which was issued to clarify certain items in the Accounting Standards Codification (ASC).

Our conclusion is not modified with respect to these matters.

A Positive Difference Through Professional Accounting Service
Murfreesboro Office: P.O. Box 11669 • 111 MTCS Drive • Murfreesboro, TN 37129 • (615) 895-5675
Shelbyville Office: P.O. Box 1044 • 109 E. Holland Street • Shelbyville, TN 37162 • (931) 680-0660
www.HABeasley.com

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Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

H A Beasley & Company PLLC

H A Beasley & Company, PLLC
April 11, 2025

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SALAMA URBAN MINISTRIES, INC.
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2023

ASSETS

CURRENT ASSETS		
Cash and equivalents	$	76,230
Prepaid expenses		8,266
Total current assets		84,496
INVESTMENTS, NET		522,682
PROPERTY AND EQUIPMENT, NET		14,886
RIGHT OF USE ASSET, NET		768,135
TOTAL ASSETS	$	1,390,199

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Current maturities of operating lease obligation	$	75,786
Accrued expenses		34,333
Credit card payable		2,296
Total current liabilities		112,415
NONCURRENT LIABILITIES		
Future maturities of operating lease obligation		702,522
TOTAL LIABILITIES		814,937
NET ASSETS		
Without donor restrictions		575,262
With donor restrictions		-
TOTAL NET ASSETS		575,262
TOTAL LIABILITIES AND NET ASSETS	$	1,390,199

See accompanying notes to financial statements and independent accountants' review report.

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SALAMA URBAN MINISTRIES, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2023

	Without Donor Restrictions	With Donor Restrictions	Totals
Revenue and Support			
Private gifts and grants	$ 433,173	$ -	$ 433,173
Tuition and training income	38,811	-	38,811
Investment income, net	44,827	-	44,827
Totals	516,811	-	516,811
Net assets released from restrictions	-	-	-
Total revenue and support	516,811	-	516,811
Expenses			
Program services	533,507	-	533,507
Supporting services			
Management and general	305,322	-	305,322
Fundraising	35,801	-	35,801
Total Expenses	874,630	-	874,630
Other income			
Other income	18,715	-	18,715
Total other income	18,715	-	18,715
CHANGE IN NET ASSETS	(339,104)	-	(339,104)
NET ASSETS - BEGINNING OF YEAR	914,366	-	914,366
NET ASSETS - END OF YEAR	$ 575,262	$ -	$ 575,262

See accompanying notes to financial statements and independent accountants' review report.

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SALAMA URBAN MINISTRIES, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2023

		Supporting Services		
	Program Services	Management and General	Fund-raising	Totals
Compensation and related expenses:				
Wages	$ 284,189	$ 114,427	$ -	$ 398,616
Payroll taxes	23,281	7,495	-	30,776
Employee benefits	8,279	6,008	-	14,287
Totals	315,750	127,929	-	443,679
Advertisement	-	-	18,837	18,837
Automobile expense	14,313	14,313	-	28,625
Charitable donations	1,985	-	-	1,985
College Student Support	500	-	-	500
Computer and software	4,461	27,035	-	31,496
Consulting	-	12,273	-	12,273
Curriculum	868	-	-	868
Depreciation	3,531	-	-	3,531
Field Trips	5,279	-	-	5,279
Special events	-	-	16,964	16,964
Insurance	6,637	-	-	6,637
Licenses, registrations and taxes	520	520	-	1,040
Miscellaneous	23,882	-	-	23,882
Musicals	1,043	1,043	-	2,085
Postage	464	-	-	464
Printing and reproduction	672	672	-	1,343
Professional fees	5,243	5,243	-	10,486
Rent expense	28,374	76,861	-	105,235
Repairs and maintenance	59,246	792	-	60,038
Staff development	1,123	4,147	-	5,270
Subscription	1,556	1,556	-	3,111
Supplies	6,089	6,089	-	12,177
Telephone and internet	6,633	6,633	-	13,266
Travel, meals and entertainment	45,341	199	-	45,540
Utilities	-	20,019	-	20,019
Total functional expenses	$ 533,507	$ 305,322	$ 35,801	$ 874,630

See accompanying notes to financial statements and independent accountants' review report.

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SALAMA URBAN MINISTRIES, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2023

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	$ (339,104)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	3,531
Net realized and unrealized gain on investments	(43,495)
Decrease (increase) in operating assets:	
Prepaid expenses	(8,216)
Increase (decrease) in operating liabilities:	
Accounts payable	2,296
Accrued expenses	9,937
Operating lease liability	10,173
Net cash used in operating activities	(364,878)
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of property and equipment, net	(14,566)
Net cash used in investing activities	(14,566)
Net decrease in cash and equivalents	(379,444)
Beginning cash and equivalents	455,674
Ending cash and equivalents	$ 76,230

See accompanying notes to financial statements and independent accountants' review report.

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SALAMA URBAN MINISTRIES, INC.
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2023

NOTE A – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities
Salama Urban Ministries, Inc., (the "Organization") is a nonprofit organization located in Nashville, Tennessee. The Organization is dedicated to supporting families and equipping youth with the skills and values needed for success.

Basis of Accounting
The financial statements of the Organization have been prepared on the accrual basis.

Basis of Presentation
The Organization presents its financial statements in accordance with *Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") 958, Financial Statements for Not-for-Profit Entities*. Accordingly, the Organization reports information regarding its financial position and activities according to the two classes of net assets: net assets with donor restrictions and net assets without donor restrictions. All contributions are considered to be without donor restrictions unless specifically restricted by the donor. Amounts received that are restricted for future periods or restricted by the donor for specific purposes are reported as net assets with donor restrictions.

Net Assets Without Donor Restrictions
Net assets without donor restrictions include unrestricted resources which represent the portion of funds that are available for the operating objectives of the Organization. Net assets without donor restrictions may be designated for specific purposes such as endowment by the Organization's board of directors.

Net Assets With Donor Restrictions
Net assets with donor restrictions consist of donor restricted contributions and grants. Amounts restricted by donors for a specific purpose are deemed to be earned and reported as restricted revenue when received, and such unexpended amounts are reported as net assets with donor restrictions at year-end. When the donor restriction expires, that is, when a stipulated time or purpose restriction is accomplished, these net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as "net assets released from restrictions." Donor restricted contributions whose restrictions are met in the same reporting period are reported as contributions without donor restrictions. The Organization had net assets with donor restrictions of $-0- as of June 30, 2023.

Use of Estimates
The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and other support and expenses during the reporting period. Accordingly, actual results could differ from these estimates.

Cash and Equivalents
Cash and equivalents include cash and short-term investments with an initial maturity date of three months or less.

Advertising
The Organization expenses the cost of non-direct responsive advertising as incurred. For the year ended June 30, 2023, advertising costs totaled $18,837.

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NOTE A – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Investments, Net

The Organization follows the Not-For-Profit Entities subtopic and Revenue Recognition subtopic of the FASB ASC with respect to investments. Under these subtopics, investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position.

FASB ASC 820, Fair Value Measurement, establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority, Level 2 inputs consist of observable inputs other than quoted prices for identical assets, and Level 3 inputs have the lowest priority.

The Organization uses appropriate valuation techniques based on available inputs to measure the fair value of its investments. When available, the Organization measures fair value using Level 1 inputs because they generally provide the most reliable evidence of fair value. Level 3 inputs are used only when Level 1 or Level 2 inputs are not available.

Unrealized gains and losses are included in the change in net assets without donor restrictions. Interest and dividend income are reported as income when received and are included in investment income, net of expenses on the statement of activities.

Property and Equipment, Net

Property and equipment are stated at cost or, for donated items, at fair value as of the date received. The Organization capitalizes the costs of additions and major improvements. Maintenance and repairs are charged to expense as incurred. When assets are retired, or otherwise disposed of, the related cost and accumulated depreciation are removed from the accounts and any resulting gain or loss is reflected on the statement of activities. For financial statement purposes, depreciation is computed using the straight-line method over estimated useful lives ranging from 5 to 15 years.

Contributions of long-lived assets or contributions restricted for acquisition of long-lived assets are reported as increases in net assets with donor restrictions. When restrictions are considered met, an appropriate amount is reclassified to net assets without donor restrictions. The useful lives of the long-lived assets are calculated based on the organization's depreciation policy.

Contributions

FASB ASU No. 2018-08, Not-for-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made requires three classifications of contributions received in the current year: conditional, unconditional with donor restrictions, and unconditional without donor restrictions. Conditional contributions, including conditional promises to give, are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met. Unconditional contributions, including unconditional promises to give, are recognized as revenue in the period incurred. Contributions of assets and specialized services are recorded at their fair value.

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NOTE A – NATURE OF ACTIVITIES OF AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Contributions (continued)
Contributions to be received after one year are discounted at an appropriate discount rate commensurate with the risks involved. Amortization of discounts is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions.

Revenue Recognition
In the current year, the Organization collected payments for tuition and training programs provided. This revenue stream is considered an exchange transaction under *ASU 2014-09, Revenue from Contracts with Customers ("ASU 2014-09")* as those making the payments are receiving services with commensurate value to the payment they are making. The Organization recognizes revenue as the services are rendered, which is the point in time that the Organization is considered to meet its performance obligations under the contract with its customers. Revenue recognized from these services during the year ended June 30, 2023 totaled $38,811.

The contracts with their customers do not have a significant financing component, and there were no uncompleted contracts with customers as of June 30, 2023 and 2022 resulting in a contract asset or liability. There were also no receivables from contracts with customers as of June 30, 2023 and 2022.

Donated Materials and Services
Donated materials, property or equipment are reflected as contributed nonfinancial assets in the accompanying statements at their estimated fair values at the date of receipt. No amounts have been reflected in the financial statements for donated services of volunteers in as much as no objective basis is available to measure the value of such services; however, a number of volunteers have donated their time to the Organization's program services and fundraising campaigns. Contributed services include agricultural work performed on the Son Farm and time given to the Mentor and Surrogate Father programs.

Functional Expenses
The cost of providing the various programs and other activities has been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the program services, management and general and fundraising expense categories. Certain expenses, including wages and related payroll expenses, are allocated based on the efforts expended by employees. Other expenses are allocated based on an estimate of the benefits to programs and supporting services.

Income Taxes
The Organization is a not-for-profit organization that is exempt from federal income tax under Internal Revenue Code Section 501(c)(3) as an organization that is a public charity under Section 509(a)(1). Only unrelated business income, as defined in Section 512(a)(1) of the Code, is subject to federal income tax. With few exceptions, the Organization is no longer subject to U.S. federal income tax examinations by tax authorities for years before 2020, and to state tax authorities for years before 2018.

The Organization has evaluated its tax positions for all open tax years. Based on this evaluation, management believes all tax positions taken would be upheld under an examination; therefore, no provision for the effects of uncertain positions has been recorded for the year ended June 30, 2023.

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NOTE A – NATURE OF ACTIVITIES OF AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Leases
The Organization has elected not to recognize leases with an original term of one year or less on the statement of financial position, and accordingly lease expense for these short-term leases is recognized on a straight-line basis over the lease term.

The Organization accounts for lease components together with non-lease components as a single component for all classes of underlying assets. Operating lease assets and liabilities are recognized at the lease commencement date. Operating lease liabilities represent the present value of lease payments not yet paid. Operating lease assets represent the right to use an underlying asset and are based upon operating lease liabilities adjusted for prepayments or accrued lease payments, initial indirect costs, lease incentive es, and impairment, if any, of operating lease assets. The Organization has elected to use a risk-free interest rate as the discount rate for all leases.

NOTE B –NEW AUTHORITATIVE ACCOUNTING GUIDANCE

Codification Improvements
As a result of updates to the ASC, during the year ended June 30, 2023, the Organization adopted *FASB ASU No. 2020-10, "Codification Improvements."* This update was issued to clarify certain items in the Accounting Standards Codification. The Organization applied this new standard retrospectively. There was no cumulative effect of applying this change to all prior periods presented, therefore there was no material impact on the Organization's change in net assets, financial position, or cash flows upon adoption of the new standard.

Leases: Topic 842
As a result of updates to the ASC, during the year ended June 30, 2023, the Organization adopted *FASB ASU No. 2016-02, "Leases (Topic 842*)." This update requires a dual approach for lessee accounting under which a lessee will account for leases as finance leases or operating leases. Both finance leases and operating leases will result in the lessee recognizing a right-of-use asset and a corresponding lease liability on its statement of financial position, with differing methodology for recognition on the statement of activities. In July 2018, the FASB issued *ASU No. 2018-10, "Codification Improvements to Topic 842, Leases"* to provide more detailed guidance and additional clarification for implementing *ASU No. 2016-02*, and *ASU No. 2018-11, "Leases (Topic 842): Targeted Improvements,"* which provides an optional transition method in addition to the existing modified retrospective transition method by allowing a cumulative effect adjustment to the opening balance of net assets in the period of adoption. In March of 2019, the FASB issued *ASU No. 2019-01, "Leases (Topic 842): Codification Improvements"* which was issued to provide more detailed guidance and clarification for implementing *ASU No. 2016-02*. In November of 2021, the FASB issued *ASU No. 2021-09, "Leases (Topic 842): Discount Rate for Lessees That Are Not Public Business Entities"* which allows private companies to use a risk-free rate as the discount rate for all leases.

The Organization adopted this guidance in the year ended June 30, 2023, and as a part of that process, made the following elections:

- The Organization elected the optional transition method which allows for the lessee to not recast comparative financial information but instead recognize a cumulative-effect adjustment to net assets as of the effective date in the period of adoption. No such adjustment to net assets was made as a result of the adoption of this guidance.

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NOTE B –NEW AUTHORITATIVE ACCOUNTING GUIDANCE (CONTINUED)

Leases: Topic 842 (continued)

- The Organization elected the package of practical expedients permitted under the transition guidance within the new standard which, among other things, allowed the Organization to carry forward their prior lease classification under *ASC Topic 840.*
- The Organization elected to make the accounting policy election for short term leases resulting in lease payments being recorded as an expense on the straight-line basis over the lease term.
- The Organization elected to not separate lease components from non-lease components for all classes of underlying assets.
- The Organization elected to use a risk-free rate as the discount rate for leases.

Adoption of the new standard did not have a material impact to the Organization's statement of financial position and related disclosures, statement of activities or statement of cash flows during the period of adoption.

NOTE C – INVESTMENTS

The fair value of Level 1 assets was determined by obtaining quoted market prices for identical assets in active markets. The method described above and in Note A to the financial statements may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Organization believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date. The overall investment objective of the Organization is to maintain a balanced portfolio, through a mix of equities, exchanged traded funds, and cash equivalents.

During the year ended June 30, 2023, the unrealized gain on investments totaled $47,061 and the realized loss on investments totaled $9,521.

During the year ended June 30, 2023, interest and dividends earned from these investments totaled $16,728, and investment management fees totaled $9,201. As of June 30, 2023, the cumulative unrealized gains (losses) on investments totaled $31,250.

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SALAMA URBAN MINISTRIES, INC.
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2023

NOTE C – INVESTMENTS (CONTINUED)

Investments are stated at fair value and are summarized by level within the fair value hierarchy as follows as of June 30, 2023:

	Quoted prices in active markets for identical assets (level 1)	Significant other obserable inputs (level 2)	Significant unobservable inputs (level 3)	Totals
Investments:				
Cash equivalents	$ 17,329	$ -	$ -	$ 17,329
Equities	250,637	-	-	250,637
Mutual Funds	91,470	-	-	91,470
Exchange-Traded Products	163,246	-	-	163,246
Total investments at fair value	$ 522,682	$ -	$ -	$ 522,682

NOTE D – PROPERTY AND EQUIPMENT, NET

Property and equipment, net is composed of the following as of June 30, 2023:

Vehicles	$ 51,808
Costumes	16,175
Software	6,663
Furniture and equipment	97,737
Total	172,383
Less: accumulated depreciation	(157,497)
Total property and equipment, net	$ 14,886

For the year ended June 30, 2023, depreciation expense totaled $3,531.

NOTE E – ACCRUED EXPENSES

As of June 30, 2023, accrued expenses are composed of payroll tax and related liabilities of $34,333.

NOTE F – LEASE OBLIGATIONS

On November 26, 2019, the Organization signed an operating lease agreement for the use of their operating location. This lease commenced on January 1, 2022, with monthly rental payments beginning at $7,138 and increasing 3% annually until expiration in December 2031.

The weighted average interest rate and weighted average lease term for the operating lease totaled 1.88% and 9 years, respectively, for the year ended June 30, 2023.

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NOTE F – LEASE OBLIGATIONS (CONTINUED)

Operating cash flows for the year ended June 30, 2023 from operating leases totaled $87,158. Straight-line rent expense totaled $98,199 and is included in rent on the statement of functional expenses.

Future minimum lease payments under the operating lease obligation are as follows:

June 30,	
2024	$ 89,774
2025	92,467
2026	95,241
2027	98,098
2028	101,041
Thereafter	368,247
Totals	$ 844,868
Less imputed interest	(66,560)
Total lease obligation	778,308
Less: current maturities of lease obligation	(75,786)
Lease obligation, less current maturities	$ 702,522

NOTE G – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The Organization is supported in part by restricted contributions. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Organization must maintain sufficient resources to meet those responsibilities to its donors. Thus, some financial assets may not be available for general expenditure within one year.

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following at June 30, 2023:

Financial assets as of year-end:	
Cash and equivalents	$ 76,230
Investments	522,682
Total financial assets as of year-end	598,912
Less those unavailable for general expenditure within one year:	-
Total financial assets available for general expenditures within one year	$ 598,912

NOTE H - CONCENTRATION OF RISK

At times throughout the year, the Organization may maintain cash balances in certain accounts in excess of the Federal Deposit Insurance Corporation ("FDIC") limit, which is $250,000 for substantially all depository accounts. As of June 30, 2023, the Organization had no funds in excess of the FDIC limits.

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NOTE I – CASH FLOW INFORMATION

During the year ended June 30, 2023, there were no cash payments for income taxes or interest, and no non-cash investing and financing activities.

NOTE J - SUBSEQUENT EVENTS

Subsequent events have been evaluated through April 11, 2025 which is the date the financial statements were available to be issued. There have been no other adjustments to the financial statements to include any subsequent transactions or events.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
AAOC Camps For Youth Development

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **AAOC Camps for Youth Development,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **AAOC Camps for Youth Development** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's AAOC Camps for Youth

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DevelopmentYIA guidance for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. CD **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. CD **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. CD **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) CD **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) CD **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) CD **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) CD **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) CD **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) CD **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) CD **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) CD **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) CD **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) _____ **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) CD **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) CD **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) CD **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) CD **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) CD **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$117,650** (**25** slots for afterschool, **25** slots for summer, and transportation). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and

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expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire.**

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

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C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment.** Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

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D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance

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During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

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Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.**_Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force

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Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or

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procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Caroline Davis, CEO
AAOC Camps for Youth Development
1326 Rosa L. Parks
Nashville, TN 37208
615-289-2716

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jennifer Reed/MJW
62377A2A8742469...
Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...
Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A6EB6868C4C0...
Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...
Library Director

RECIPIENT: AAOC Camps for Youth Development

By (Signature): _____

Authorized Officer Name:
Title: CEO

Sworn to and subscribed to before me a Notary Public, this 12th day of May, 2025

Notary Public Aleta Porter

STATE OF TENNESSEE NOTARY PUBLIC DAVIDSON COUNTY

My Commission expires 05/09/2026

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	AAOC Camps For Youth Development	**CONTRACT # (Office Use):**			
PROGRAM NAME	E Program	**START DATE:**	**7/1/2025**		
ADDRESS	1326 Rosa L Parks Blvd Ste A	**END DATE:**	**6/30/2026**		
CITY, STATE & ZIP	**Nashville, TN 37208**	**CONTACT PERSON**	**Caroline Davis**		
FEDERAL ID # (EIN)	55-08569946	**CONTACT TELEPHONE**	(615) _289_____ - 3148_____		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	27,200.00	Music Teacher $25 hour x 8 hours weekly x 28 weeks -$5600 Yoga Instructor-45 weekly x 28 weeks-$1260 Bus Driver-$250 weekly x 8 weeks -$2000 Teacher-Math-$17-hour x 15 hours weekly x 28 weeks-$7140 Teacher-ELA -$17-hour x 15 hours weekly x 28 weeks-$6300, AAOC communications specialist-manage external and internal communications. Marketing and Social media $700 monthly x 7 months = $4900			
Benefits and Taxes	2,007.00	Fica/SS/workmans comp insurance for 4 staff members will be charged to this grant.			
Total Personnel Expenses	**29,207.00**				
Office Supplies	4,068.00	50% of total cost charged to this grant			
Communications		Estimated unit number and unit cost or % of total cost charged to this grant			
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number			
Insurance	0.00	Unit cost or % of total cost charged to this grant			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Learning material and field trips are covered by tuition income we receive. And food is covered by CACFP funding and tuition.			
Transportation	19,775.00	Summer: 1 driver $500week x 8 weeks= 4000, Anchor Tranportation 6/25 field trip Louisville, KY $2185+100 driver tip= $$2285,Anchor transportation 7/18 field trip Santa Clause, Indiana $2378=+100 driver tip =$2478 ; Fall bus driver $500.50weekly x 22 weeks =11,011			

Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating		
partners	600.00	Brianna Walker bookkeeper-$100 monthly x 6 months		
Other Non-Personnel		Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**24,443.00**			
Afterschool sub-total	**53,650.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	31,812.00	Avery Smith-salaried-$27.00 an hour x 40 hours weekly x 8 weeks= $8672-Site Director Frida Arias $20.00 an hour x 20 hours a weekly x 8 weeks =-$3200-Spanish Teacher Kisha Cotton $17.00 an hour x 17.5 hours x8 weeks = $2380.00 Cooking Teacher Tracey Gober $15.00 an hour x 25 hours x 8 weeks = $3000 Tutoring Lakresha Parker $17.00 an hour 15hours x 8 weeks= $2040-Administrator/Bookkeeper Anita Rucker $17.00 an hour x 20hours x 8 weeks= $2720-Arts/Crafts Kreeyana Rucker $17.00 an hour x 25 hours x 8weeks = $3400 Physical Education Antonio Watson $20.00 an hour x 20 hours x 8 weeks =$3200 Music Teacher Shantel Todd $20 an hour x 20 hours x 8 weeks =$3200 Teacher		
Benefits and Taxes	2,929.00	Fica/SS/Workmans Comp for 9 staff members (9%)		
Total Personnel Expenses	**34,741.00**			
Office Supplies	865.00	Paper products, file folders, pens, pencils, compositions books, white boards markers and sticky chart pads.		
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Occupancy	5,000.00	Adlon Rent- 2620 Clarksville Pike, Nashville, TN 37208 x One month $5000 x 1 =$5,000		
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number		
Insurance	8,344.00	Insurevents-Commercial liability $1553 Progressive Insurance Commercial Auto $6791		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	4,025.00	Career Life $1700 Science Guys $350 Supplies/ Arts /Crafts $1000 Yoga $375 Martial Arts $600		

Field Trips	8,025.00	Holiday World- Santa Claus, IA- Wise Coach Bus---$3200 National Civil Rights Museum-Memphis TN, Wise Coach Bus---$3200 Zoo-Nashville, TN --$525 Beech Bend- $750 tickets and transportation $350		
Professional Fees/Enhancement partners	3,000.00	CPA-Ms. Sylvia Johnson- Audit		
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**29,259.00**			
Summer sub-total	**64,000.00**			
TOTAL	**117,650.00**			
RECIPIENT				
AUTHORIZED SIGNATURE:	Caroline Davis			
TITLE	CEO			
DATE	_05____/ ____12__/_2025____			

RESPONSE #22225 SUBMITTED ON 05/12/2025 12:28:27 PM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**AAOC Camps For Youth Development**

Programming Information

Days of Week of Afterschool Program	**5 days per week**

Edit section title

Afterschool site plan	**Community Site**
Please check box if planning summer programming	**X**
Afterschool Program Name	**AAOC Etiquette and Education Program**

Afterschool Programming

Name of Community Site Location	**AAOC Camps For Youth Developement**
Address of Community Program Site	**2620 Clarksville Pike Nashville, TN 37208**

For Community Sites Only

Target School for Community Site	**Nashville Prep Charter School**
Target School for Community Site	**IT Creswell Middle School**
Target School for Community Site	**Purpose Prep Charter School**
Target School for Community Site	**Hull Jackson Montessori School**
Target School for Community Site	**Head Middle School**
Target School for Community Site	**Nashville Classical Charter School**

Number of youths targeted for site	**25**
3rd Party Transportation needed?	**No**

Summer Programming Information

Summer Program Name	**AAOC Summer Camps**

Summer Programming Information

Edit section title

Name of Summer Site Location	**AAOC Camps For Youth Development**
Summer Location address	**2620 Clarksville Pike Nashville, Tn 37208**
Number of summer youth targeted for site	**25**
Weeks of Programming	**8 weeks**
Days per Week of Summer Program	**5 days per week**
Hours per Day	**8 hours**
Programming Time Frame	**6:30am-5:30pm**
Proposed months of Summer programming	**Both**

Signature

Caroline Davis

Caroline Davis

Name

2025-05-12 17:28:58 (UTC)

Date

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: caroline Davis
Name: Caroline Davis
Title: CEO
Agency Name: An Array of Charm Camps for Youth Development
Date: 4/8/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: caroline Davis

Name: Caroline Davis

Title: CEO

Agency Name: An Array of Charm Camps for Youth Development

Date: 4/8/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

An Array of Charm Camps for Youth Development Aaoc

EIN: 55-0856946 | Nashville, Tennessee, United States

Publication 78 Data

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: PC

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TTKSH00002 501C3

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077594580
Sep. 04, 2014 LTR 4168C 0
55-0856946 000000 00
00040397
BODC: TE

AN ARRAY OF CHARM CAMPS FOR YOUTH
DEVELOPMENT AADC
% CAROLINE BLACKMON-DAVIS
1326 ROSA PARKS BLVD
NASHVILLE TN 37208

50508

Employer Identification Number: 55-0856946
Person to Contact: A BOWLDS
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 08, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in June 2006.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

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and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/

Tre Hargett
Secretary of State

caroline Davis
1326 ROSA L. PARKS
NASHVILLE, TN 37208, USA

04/08/2025

Filing Acknowledgment

Please review the filing information below and notify our office immediately of any discrepencies.

Entity Name:	AN ARRAY OF CHARM CAMPS FOR YOUTH DEVELOPMENT (AAOC)		
SOS Control #:	000526876	Initial Filing Date:	08/08/2006
Entity Type:	Nonprofit Corporation	Formation Locale:	TENNESSEE
Status:	Active	Duration Term:	Perpetual
Fiscal Year Close:	December	Annual Report Due:	04/01/2026
Business County:	DAVIDSON		
Benefit Type:	Public Benefit Corporation	Religious Type:	Non-Religious

Document Receipt

Receipt #: 2025-261389	Filing Fee:	$20.00
Payment: Credit Card - 3895910848		$20.00

Annual Report Due Date: 04/01/2025
Next Annual Report Due: 04/01/2026
Annual Report Date Filed: 04/08/2025
Tracking Number: B2025214231

This will acknowledge the filing of the attached Annual Report with an effective date as indicated above. When corresponding with this office or submitting documents for filing, please refer to the control number above.

Tre Hargett
Secretary of State

Event History

Annual Report Due Date changed from: 4/1/2025 to: 4/1/2026
Officers Changed
NAICS changed

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tracking Number
B2025214231

Annual Report

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/businesses

Control #: 000526876
Filed: 04/08/2025 04:25 PM
Tre Hargett
Secretary of State

Tre Hargett
Secretary of State

Entity Information

Business Name: AN ARRAY OF CHARM CAMPS FOR YOUTH DEVELOPMENT (AAOC)

Entity Type: Non-Profit Corporation

Place of Formation: TENNESSEE

Control Number: 000526876

Principal Office Address:
1326 ROSA L. PARKS STE A
USA, NASHVILLE, TN 37208

Mailing Address:
1326 ROSA L. PARKS STE A
USA, NASHVILLE, TN 37208

Nature of Business (NAICS):
624110 - Child and Youth Services

Officer Information

JAZMAN BOWLES
422 KIRKPATRICK AVENUE
NASHVILLE, TN 37203, USA
Director

LAURAN COX
227 HUFFINE STREET
NASHVILLE, TN 37216, USA
Director,Secretary

JOYCE THOMPSON
3071 JAN DRIVE
DOUGLASVILLE, GA 30135, USA
Director,President

ANTHONY CROSS
409 RANDY RD
MADISON, TN 37114, USA
Director

SHEKINAH WHITNEY
232 CEDARVIEW DRIVE
ANTIOCH, TN 37013, USA
Director,Secretary

SHANTIA GORDON
597 DASHEILL LANE
ATLANTA, GA 30349, USA
Director,Other

JAMITHIA JENKINS
1326 ROSA L. PARKS STE A
USA, NASHVILLE, TN 37208
Director

SHIRLEY DAVIS
1326 ROSA L. PARKS STE A
USA, NASHVILLE, TN 37208
Director

RENEE MCDUFFIE
1326 ROSA L. PARKS STE A
USA, NASHVILLE, TN 37208
Treasurer

Registered Agent Information

G WAYNE DAVIS ATTY
1326 ROSA L PARKS BLVD STE B
NASHVILLE, TN 37208

Signature

☑ By entering my name in the space provided below, I certify that I am authorized to file this document on behalf of this entity, have examined the document and, to the best of my knowledge and belief, it is true, correct and complete as of this day.

Signed Electronically: CAROLINE DENISE DAVIS

Title: CEO

Date: 04/08/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

September 10, 2024

CAROLINE DENISE AAOC
852 FLORENCE CIRCLE
NASHVILLE, TN 37208

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: AN ARRAY OF CHARM CAMPS FOR YOUTH DEVELOPMENT
CO Number: CO8727
Renewal Date: 06/30/2025

Dear CAROLINE DENISE AAOC :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

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Sylvia Johnson, Certified Public Accountant
862 Rodney Dr
Nashville, TN 37205

Independent Auditor's Report

April 15, 2025

To Management
AAOC Camps for Youth
Nashville, TN 37208

Opinion

I have audited the accompanying financial statements of An Array of Charm Camps for Youth (AAOC) (a nonprofit organization), which comprise the statement of financial position as of December 31, 2024, and the related statements of activities and cash flow for the year then ended and the related notes to the financial statements.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of AAOC as of December 31, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of AAOC and to meet my other ethical responsibilities in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about AAOC's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

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Sylvia Johnson, Certified Public Accountant
862 Rodney Dr
Nashville, TN 37205

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of AAOC's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about AAOC's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.

Sylvia Johnson

Sylvia Johnson
Certified Public Accountant

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

An Array of Charm Camps for Youth Development
Statement of Financial Position
December 31, 2024

ASSETS	
Current Assets	
Total Cash and Cash Equivalents	$ 3,985
Total Current Assets	3,985
Fixed Assets	
Vehicles and Equipment	80,956
Land	100,000
Accumulated Depreciation	(96,567)
Total Fixed Assets	84,389
TOTAL ASSETS	$ 88,374
LIABILITIES & EQUITY	
Liabilities	
Loans Payable	$ 16,649
Total Liabilities	16,649
Equity	
Unrestricted Assets	71,725
Restricted Assets	-
Total Equity	71,725
TOTAL LIABILITIES & EQUITY	$ 88,374

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

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An Array of Charm Camps for Youth Development

Statement of Activities

For the Fiscal Year Ended December 31, 2024

CHANGES IN UNRESTRICTED NET ASSETS	
Revenue and Support	
Government Grants	$ 103,328
Program Income	399,211
Total Revenue and Support	502,539
Expenses	
Administrative Expenses	
Utilities	19,381
Bank and Merchant Fees	5,229
Interest Expense	2,323
Other Administrative Expenses	24,828
Total Administrative Expenses	51,761
Program Expenses	
Contracted Services	102,575
Payroll Expenses	188,843
Insurance	7,296
Rent	73,170
Program Supplies and Events	76,127
Bus Repairs and Maintenance	6,507
Other Program Costs	10,531
Total Program Expenses	465,049
Total Expense	516,810
Change in Net Assets	
Unrestricted Assets	(14,271)
Total Change in Net Assets	(14,271)
Net Asset at Beginning of Year	85,996
Net Assets at End of Year	$ 71,725

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

An Array of Charm Camps for Youth Development

Statement of Cash Flows

For the Fiscal Year Ended December 31, 2024

OPERATING ACTIVITIES		
Net Income	$	(14,271)
Adjustments to reconcile Net Income to Net Cash provided by operations:		-
Net cash provided by operating activities		(14,271)
INVESTING ACTIVITIES		
Net cash provided by investing activities		-
FINANCING ACTIVITIES		
Net cash provided by financing activities		-
Net cash increase for period		(14,271)
Cash at beginning of period		18,256
Cash at end of period	$	3,985

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Sylvia Johnson, Certified Public Accountant
862 Rodney Dr
Nashville, TN 37205
Sylviajohnsoncpa@gmail.com

An Array of Charm Camps for Youth Development
Notes to Financial Statement
For the Period Ending December 31, 2024

Note A – Summary of Significant Accounting Policies

Nature of Operations
An Array of Charm Camps for Youth Development is a non-profit organization established to empower disadvantaged youth by equipping them with the academic competencies, social skills, and leadership training required to create permanent, positive change in their lives.

Basis of Accounting
The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

Cash and Cash Equivalents
For the purposes of the Statement of Financial Position, the company all highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Note B– Fixed Assets
The fixed assets are presented at their cost, net of depreciation.

Note C – Other Assets/ Investments
Other Assets are presented at their estimated current amounts

Note D – Liabilities
Liabilities are presented at their estimated current amounts.

Subsequent Events

Management has evaluated subsequent events through April 15, 2025, the date the financial statements were available to be issued. The subsequent events occuring in the immediate period following the review date that have any material effect on the organization or financial statements have been noted in the related section.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

This afterschool opportunity is funded by NAZA

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
MOVES AND GROOVES, INC.

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Moves and Grooves, Inc.,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Moves and Grooves, Inc.** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Moves and Grooves, Inc.YIA

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guidance for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs.**

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. ____ **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. ____ **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. ____ **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) ____ **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) EM **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) EM **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) EM **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) EM **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) EM **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) EM **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) EM **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) EM **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

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- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) _____ **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) _____ **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) _____ **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) _____ **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) _____ **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) _____ **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$83,750** (**50** slots for afterschool and **25** slots for summer). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for

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the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire.**

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or

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monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment.** Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS:**

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval

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of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance

During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and

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amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

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procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Dr. Emerald Mitchell, Executive Director
Moves and Grooves, Inc.
4108 Lancashire Dr.
Antioch, TN 37013
615-953-1363

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or

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Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.** Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force

Grant contract between the Metropolitan Government of Nashville and Davidson County and **Moves and Grooves, Inc.**, Contract #_____ July 1, 2025 – June 30, 2026

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessica Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Moves and Grooves, Inc.

By (Signature): Emerald Mitchell

Authorized Officer Name: Emerald Mitchell
Title: Executive Director

Sworn to and subscribed to before me a Notary Public, this 15th day of May, 2025

Notary Public Chad Gray

CHAD GRAY
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY

My Commission expires 11/22/2026

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Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	Moves & Grooves, Inc	**CONTRACT # (Office Use):**			
PROGRAM NAME		**START DATE:**	7/1/2025		
ADDRESS	301 S Perimieter Park	**END DATE:**	6/30/2026		
CITY, STATE & ZIP	Nashville, TN 37211	**CONTACT PERSON**	Catrice James		
FEDERAL ID # (EIN)	68-0516440	**CONTACT TELEPHONE**	(615) 649-8027		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	36,392.86	3 sites, 5 staff members for 10 hours a week for 40 weeks at an average of $17 per hour = $34,000; 1 program manager @$35,000/annually; Total salary/wages = $69,000>>>> Charge NAZA = $36,392.86 at 53%		32,607.14	LEAPS
Benefits and Taxes	3,000.00	Payroll taxes for site employees/ Appx 9.31% total salary/wages $69,000 = $6,638.30 >>>> Charge NAZA $3,000 or 45%		3,638.30	LEAPS
Total Personnel Expenses	**39,392.86**				
Office Supplies	2,142.86	Office supplies: $1200/mo * 7 months = $8400 — NAZA Grant charged approx. 26% for $2,142.86		6,257.14	LEAPS
Communications	1,571.43	Communication to community/students via Social Media and/or newsletters: $314/mo * 7months = $2,200 — NAZA Grant charged $1,571.43 or 71%		628.57	LEAPS
Postage and Shipping	285.71	Stamps, envelopes, youth material mailings at $400, charging NAZA 71%		114.29	LEAPS
Occupancy	2,142.86	Facility use fees at schools - $3,860 + virtual office rent/utilities - $1661 = $5521 -– NAZA Grant chargedapprox. 39% for $2,142.86		3,378.14	LEAPS
Equipment Rental and Maintenance	0.00	N/A		-	
Printing and Publications	428.57	Flyers, youth handbooks, certificates, reports at $600. NAZA Grant charged 71%		171.43	LEAPS
Travel/Conferences & Meetings	1,785.71	Travel Conference Registration - $500 + Meals and Hotels - $1500 + Mileage/Travel - $500 =$2500.00. NAZA Grant charged 71%		714.29	LEAPS
Insurance	857.14	Insurance Total costs $3000 -– 29% charged to NAZA Grant for $857.14		2,142.86	LEAPS
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	7,142.86	Direct youth supplies, food, games, site supplies/materials = $2,860/month for 3 total sites for 7 months= $20,000. Charge NAZA at approx. 36% at $7,142.86		12,857.14	LEAPS
Transportation	3,571.43	Third-party transportation of students for showcases and outside programs. 50 students and -- NAZA Grantcharged $3,571.43 or 71%		1,428.57	LEAPS
Field Trips	4,285.71	90 students at average cost of $33 per student for two trips per school year. NAZA covering $4,285.71 or 71%. This covers the admission to events		1,714.29	LEAPS
Professional Fees/Enhancement partners	3,000.00	Enhancement partners $1400/site for 3 sites = $4,200 >>> NAZA Grant $3,000 at 71%		1,200.00	LEAPS

Other Non-Personnel	1,142.86	CPA/Auditor $21,900 >> charge NAZA at 5.22% $1,142.86	20,757.14	LEAPS
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**28,357.14**			
Afterschool sub-total	**67,750.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	7,222.22	1 Summer Camp Manager 30 hrs/wk * $25/hr for 4 wks= $3000 ---- 4 camp counselors at 30hrs/wk, Avg ROP $18 for 4 wks + $8640 --- 2 dance teachers at 6hrs/wk , Avg ROP $15 for 4weeks $720 --- 1 Clerical/Admin @ 4 hrs/wk * Avg ROP $40 for 4 weeks = $640. Total Wages $13,000 >>> NAZA 55%	5,777.78	METRO ARTS
Benefits and Taxes	533.33	Taxes apprx 10% of total $13000.00 >>>> Charge NAZA 55%	426.67	METRO ARTS
Total Personnel Expenses	**7,755.55**			
Office Supplies	444.44	Basic admin and program materials (paper, pens, folders, etc.) $800 >> NAZA 55%	355.56	METRO ARTS
Communications	333.33	Phone, internet, group messaging platforms >> NAZA 55%	266.67	METRO ARTS
Postage and Shipping	111.11	Mailings of flyers, consent forms, certificates >> NAZA 55%	88.89	METRO ARTS
Occupancy	0.00	N/A		
Equipment Rental and Maintenance	555.56	Showcase equipment rental $1000 >> NAZA 55%	444.44	METRO ARTS
Printing and Publications	166.67	Flyers, handbooks, certificates for youth >> NAZA 55%	133.33	METRO ARTS
Travel/Conferences & Meetings	666.67	Travel Conference Registration - $250 + Meals and Hotels - $700 + Mileage/Travel - $250 =$1200.00 >> NAZA 55%	533.33	METRO ARTS
Insurance	388.89	Liability coverage for youth and staff $700 >> NAZA 55%	311.11	METRO ARTS
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	2,222.22	Direct youth supplies, food, games, site supplies/materials = $3800/month for 3 total sites for 2 months= $7,600. Charge NAZA at approx. 29% =$2,222.22	5,377.78	METRO ARTS
Field Trips	2,222.22	Third party transportation of students for showcases and outside programs and field trips at $4,000 for 60 students at average cost per trip $2,000 and $33 per student >> NAZA 55%	1,777.78	METRO ARTS
Professional Fees/Enhancement partners	555.56	Enhancement partners $333/site for 3 sites = $1,000 >>> NAZA Grant $1,000 >> NAZA 55%	444.44	METRO ARTS
Other Non-Personnel	577.78	CPA/Auditor $3,000 >> charge NAZA at approx.19%	2,422.22	METRO ARTS

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Indirect Cost		Partners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.			
Total Non-personnel	**8,244.45**				
Summer sub-total	**16,000.00**				
TOTAL	**83,750.00**				
RECIPIENT					
AUTHORIZED SIGNATURE:					
TITLE	Executive Director				
DATE	5 / 19 / 25				

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Annex 3 - NAZA Grant Budget 2025-2026

Final Audit Report 2025-05-19

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2025-05-19 - 7:15:15 PM GMT

Email viewed by Emerdld mitchell (emitchell214@gmail.com)
2025-05-19 - 7:16:46 PM GMT- IP address: 66.249.88.3

Signer Emerdld mitchell (emitchell214@gmail.com) entered name at signing as Emerald Mitchell
2025-05-19 - 7:17:58 PM GMT- IP address: 71.142.224.118

Document e-signed by Emerald Mitchell (emitchell214@gmail.com)
Signature Date: 2025-05-19 - 7:18:00 PM GMT - Time Source: server- IP address: 71.142.224.118

Agreement completed.
2025-05-19 - 7:18:00 PM GMT

Adobe Acrobat Sign

RESPONSE #22309 SUBMITTED ON 05/15/2025 02:57:54 PM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Moves and Grooves Inc.**

Programming Information

Days of Week of Afterschool Program	**5 days per week**

Edit section title

Afterschool site plan	**School Site**
Please check box if planning summer programming	**X**
Afterschool Program Name	**Moves and Grooves Inc.**

Afterschool Programming

Name of School Site Location	**Thurgood Marshall Middle**
Address of School Program Site	**5832 Pettus Rd, Antioch, TN 37013**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**20**
Transportation needed?	**Yes**

Afterschool Programming

Name of School Site Location	**J.F. Kennedy Middle School**
Address of School Program Site	**2087 Hobson Pike, Antioch, TN 37013**
School Partnership Level	**Renewing Partnership**

Number of youths targeted for site	**20**
Transportation needed?	**Yes**

Afterschool Programming

Name of School Site Location	**A Z Kelley Elementary School**
Address of School Program Site	**5834 Pettus Rd, Antioch, TN 37013**
School Partnership Level	**New Partnership**
Number of youths targeted for site	**10**
Transportation needed?	**Yes**

Summer Programming Information

Summer Program Name	**Moves and Grooves Summer Camp**

Summer Programming Information

Edit section title

Name of Summer Site Location	**Moves and Grooves Art & Culture**
Summer Location address	**2783 Smith Springs Rd, Nashville TN 37217**
Number of summer youth targeted for site	**25**
Weeks of Programming	**5 weeks**
Days per Week of Summer Program	**5 days per week**
Hours per Day	**7 hours**
Programming Time Frame	**8:00 am-4:00pm**
Proposed months of Summer programming	**June 2026**

Signature

Britney Taylor

Britney Taylor

Name

2025-05-15 19:58:35 (UTC)

Date

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Emerald Mitchell

Name: Dr. Emerald Mitchell

Title: Executive Director

Agency Name: Moves & Grooves, INC.

Date: 04/14/25

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Emerald Mitchell

Signature of Authorized Representative

Name: Dr. Emerald Mitchell

Title: Executive Director

Agency Name: Moves & Grooves, INC

Date: 04/14/2025

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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 10 2003

MOVES AND GROOVES INC
C/O EMERALD ARMSTRONG
421 THOMPSON LN STE 18
NASHVILLE, TN 37211

Employer Identification Number:
68-0516440
DLN:
17053017026003
Contact Person:
RENEE RAILEY NORTON ID# 31172
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Foundation Status Classification:
509(a)(1)
Advance Ruling Period Begins:
September 26, 2002
Advance Ruling Period Ends:
June 30, 2007
Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make

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IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248667578
Mar. 09, 2010 LTR 4168C E0
68-0516440 000000 00
00014920
BODC: TE

MOVES AND GROOVES INC
% ENERALD MITCHELL
4108 LANCASHIRE DR
ANTIOCH TN 37013

004322

Employer Identification Number: 68-0516440
Person to Contact: Brian Bailey
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Feb. 26, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in February 2003.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Beginning with the organization's sixth taxable year and all succeeding years, it must meet one of the public support tests under section 170(b)(1)(A)(vi) or section 509(a)(2) as reported on Schedule A of the Form 990. If your organization does not meet the public support test for two consecutive years, it is required to file Form 990-PF, Return of Private Foundation, for the second tax year that the organization failed to meet the support test and will be reclassified as a private foundation.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

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4809 0804

State of Tennessee

Department of State
Corporate Filings
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, TN 37243

CHARTER
(Nonprofit Corporation)

For Office Use Only

The undersigned acting as incorporator(s) of a nonprofit corporation under the Tennessee Nonprofit Corporation Act adopts the following Articles of Incorporation.

1. The name of the corporation is: Moves and Grooves, Inc.

2. Please complete all of the following sentences by checking one of the two boxes in each sentence:
This corporation is a [X] public benefit corporation / [ ] mutual benefit corporation.
This corporation is [ ] a religious corporation / [X] not a religious corporation.
This corporation will [X] have members / [ ] not have members.

3. The name and complete address of the corporation's initial registered agent and office in Tennessee is:
Emerald Armstrong 421 E. Thompson LN #18 Nashville, TN 37211 David
Name Street Address City State, Zip Code County

4. List the name and complete address of each incorporator:
Shanay Stewart
Name (Include Street Address, City, State, and Zip Code)
Deitrick Lankford 218 Ash Grove Dr. Nashville TN 37211
Name (Include Street Address, City, State, and Zip Code)
Ada Jackson 2333 Metro Center Blvd Nashville, TN 37228
Name (Include Street Address, City, State, and Zip Code)

5. The complete address of the corporation's principal office is:
421 E. Thompson LN #18 Nashville, TN USA 37211
Street Address City State/Country Zip Code

6. The corporation is not for profit.

7. If the document is not to be effective upon filing by the Secretary of State, the delayed effective date and time are:
Date _____, _____, Time _____ (Not to exceed 90 days.)

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SECRETARY OF STATE

10. Insert here the provisions regarding the distribution of assets upon dissolution:
See Attachments

11. Other provisions:

9/23/02
Signature Date

Emerald Armstrong
Incorporator's Signature
Emerald Armstrong
Incorporator's Name (typed or printed)

SS-4418 (Rev. 4/01) Filing Fee: $100 RDA 1678

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Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine.

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Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

January 2, 2025

MOVES AND GROOVES, INC.
4108 LANCASHIRE DR.
NASHVILLE, TN 37217

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: MOVES AND GROOVES, INC.
CO Number: CO6271
Renewal Date: 12/31/2025

Dear MOVES AND GROOVES, INC.:

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

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MOVES AND GROOVES, INC.

INDEPENDENT AUDITORS' REPORT
AND
FINANCIAL STATEMENTS

FOR THE YEARS ENDED
JUNE 30, 2023 AND JUNE 30, 2022

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

MOVES AND GROOVES, INC.
INDEPENDENT AUDITORS' REPORT
AND FINANCIAL STATEMENTS

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To the Board of Directors of
Moves and Grooves, Inc.
Nashville, TN

We have audited the financial statements of *Moves and Grooves, Inc.*, which comprise the statement of financial position as of June 30, 2023 and June 30, 2022, and the related statements of activities, cash flows, and functional expenses for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of *Moves and Grooves, Inc.* as of June 30, 2023 and June 30, 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of *Moves and Grooves, Inc.* and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about *Moves and*

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Grooves' ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually on in the aggregate, they could reasonably be expected to influence the economic decision of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risk. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of *Moves and Grooves'* internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about *Moves and Grooves'* ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal controls related matters that we identified during the audit.

SPD CPA Firm

SPD CPA Firm
Nashville, TN
July 21, 2024

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MOVES AND GROOVES, INC.
STATEMENT OF FINANCIAL POSITION
AS OF JUNE 30, 2023 AND JUNE 30, 2022

	6/30/2023	6/30/2022
Assets		
Current assets		
Cash and cash equivalents	$ 268,099	$ 319,071
Grants Receivable	4,624	-
Security Deposits	1,750	1,750
Total current assets	274,473	320,821
Other assets		
Land	25,000	25,000
Building Acquisition Costs	42,970	28,302
	67,970	53,302
Total assets	$ 342,443	$ 374,123
Liabilities and net assets		
Current liabilities		
Accounts Payable	$ 237	$ 2,377
Credit Card Payable	5,760	6,201
Total current liabilities	5,997	8,578
Total liabilities	5,997	8,578
Net Assets		
Without Donor Restrictions	336,446	365,545
Total net assets	336,446	365,545
Total liabilities and net assets	$ 342,443	$ 374,123

The accompanying notes are an integral part of these financial statements.

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MOVES AND GROOVES, INC.
STATEMENT OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2023 AND JUNE 30, 2022

	6/30/2023	6/30/2022
Revenues and Support		
Program Revenue	$ 1,912	$ 978
Federal Grant Funds	-	106,949
State and Local Grants	386,705	512,438
Contributions	4,160	2,286
Fundraising Income	146,728	231,408
Miscellaneous Income	-	49
Total Revenues and Support	539,505	854,108
Expenses		
Program Services	379,982	335,146
Management & General	173,575	181,301
Fundraising Expenses	15,047	34,063
Total Expenses	568,604	550,510
Change in Net Assets	(29,099)	303,598
Net Assets, Beginning of Year	365,545	61,947
Net Assets, End of Year	$ 336,446	$ 365,545

The accompanying notes are an integral part of these financial statements

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MOVES AND GROOVES, INC.
STATEMENT OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2023 AND JUNE 30, 2022

	6/30/2023	6/30/2022
Cash flows from operating activities		
Increase (Decrease) in net assets	$ (29,099)	$ 303,598
Adjustments to reconcile change used in net assets to used net cash provided by (used in) operating activities:		
Prior period adjustment		14,685
Increase in grants receivable	(4,624)	-
Decrease in accounts payable	(2,140)	(17,066)
Increase (Decrease) in credit card payable	(441)	4,502
Decrease in other current liabilities	-	-
Net cash provided by operating activities	(36,304)	305,719
Cash flows from investing activities		
Land Purchase Deposit	-	(25,000)
Building Acquisition Costs	(14,668)	(28,302)
Net cash used in investing activities	(14,668)	(53,302)
Cash flows from financing activities		
Payroll Protection Program Financing	-	(64,759)
Net cash provided by financing activities	-	(64,759)
Net increase in cash and cash equivalents	(50,972)	187,658
Cash and cash equivalents, beginning of year	319,071	131,413
Cash and cash equivalents, end of year	**$ 268,099**	**$ 319,071**

The accompanying notes are an integral part of these financial statements.

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MOVES AND GROOVES, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2023

	Program Services	Management & General	Fundraising Expense	Total
Salaries and Wages	$ 221,696	$ 150,113	$ -	$ 371,809
Payroll Taxes	12,159	11,484	-	23,643
Employee Benefits	15,739	-	-	15,739
Professional Fees	9,961	6,400	-	16,361
Special Events	-	-	15,047	15,047
Insurance Expense	9,958	-	-	9,958
School Sites	22,745	-	-	22,745
Summer Camp	18,350	-	-	18,350
Business Meals	-	1,593	-	1,593
Employment Expenses	-	1,438	-	1,438
Advertising	10,017	-	-	10,017
Auto Expenses	1,440	-	-	1,440
Bank Charges	-	147	-	147
Professional Dues	6,399	-	-	6,399
Office Expenses	19,986	-	-	19,986
Other Expenes	-	350	-	350
Rent	7,100	-	-	7,100
Travel	17,525	-	-	17,525
Building Acquisition Costs	-	350		350
Utilities	6,907	-	-	6,907
Taxes & Licenses	-	1,700	-	1,700
Total Expenses	$ 379,982	$ 173,575	$ 15,047	$ 568,604

The accompanying notes are an integral part of these financial statements

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MOVES AND GROOVES, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2022

	Program Services	Management & General	Fundraising Expense	Total
Salaries and Wages	169,499	$ 150,113	$ -	$ 319,612
Payroll Taxes	11,663	11,484	-	23,147
Employee Benefits	6,253	-	-	6,253
Professional Fees	35,825	12,605	-	48,430
Special Events	-	-	34,063	34,063
Insurance Expense	6,853	-	-	6,853
Repairs and Maintenance	1,802	-	-	1,802
School Sites	11,636	-	-	11,636
Summer Camp	13,754	-	-	13,754
Business Meals	-	692	-	692
Employment Expenses	-	3,663	-	3,663
Advertising	20,996	-	-	20,996
Auto Expenses	387	-	-	387
Bank Charges	-	30	-	30
Professional Dues	2,170	-	-	2,170
Office Expenses	8,568	-	-	8,568
Other Expenes	-	244	-	244
Postage	119			119
Rent	29,857	-	-	29,857
Travel	3,225	-	-	3,225
Building Acquisition Costs	-	2,450		2,450
Utilities	12,539	-	-	12,539
Taxes & Licenses	-	20	-	20
Total Expenses	$ 335,146	$ 181,301	$ 34,063	$ 550,510

The accompanying notes are an integral part of these financial statements

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NOTE 1---NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of the Organization

Moves and Grooves, Inc. (The Organization) is a not-for profit corporation organized in the State of Tennessee on September 26, 2002 with a commitment to enhance the lives of at risk youth and young individuals ranging from ages 5 to 18, living in the Nashville Metropolitan Area. The Organization provides after school dance and summer camp programs that help aid in the ARTS, academics, character, fitness and nutrition of the youth.

Basis of Presentation

The financial statements have been prepared on the accrual basis of accounting and accordingly revenue is recognized when earned, support and promises to give are recognized when received and expenses are recorded when incurred.

The financial statements presentation follows the recommendations of the Financial Accounting Standard Board's Accounting Standard Codification (FASB ASC 958), Financial Statements of Not-for-Profit Organizations. Under FASB ASC 958, The Organization is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Financial position and activities are classified based on the existence or absence of donor restrictions as follows:

> Net Assets Without Donor Restrictions — Net assets that are not restricted by purpose or time either temporarily or permanently by explicit donor stipulations or by law. Board designation does not constitute a donor restriction.
>
> Net Assets With Donor Restrictions — Net assets that are restricted by purpose or time either temporarily or permanently by explicit donor stipulations or by law

As of June 30, 2023 and June 30, 2022, The Organization had no net assets with donor restrictions.

Revenue, Support, and Expenses

The Organization receives contributions from corporations and individual donors and recognizes revenue when cash or a firm promise to give is obtained.

Contributions received are measured at their fair value and are reported as an increase in net assets. The Organization reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

Expenses are recorded when incurred in accordance with the accrual basis of accounting.

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Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents

Cash and cash equivalents consist of cash held in checking and savings accounts. The carrying amount reported in the statement of financial position for cash and cash equivalents approximates its fair value. The Organization has deposits with financial institutions that maintain federal insurance up to $250,000 for all accounts. The portion of any deposit in excess of this amount is not subject to such insurance and represents a credit risk to the Organization. As of June 30, 2023 and June 30, 2022, respectively, The Organization had $0 and $3,457 in excess of federal insurance.

Management believes the Organization is not exposed to any other significant credit risk on cash and cash equivalents.

Income Taxes

The Organization is a tax-exempt entity under Section 501 (c) (3) of the Internal Revenue Code. Accordingly, no provision for income tax is considered necessary.

Fair Values of Financial Instruments

The carrying values of current assets and current liabilities approximate fair values due to the short maturities of these instruments. The fair values of the noncurrent liabilities approximate the carrying amounts and are estimated based on the current rates offered to The Organization.

Advertising Costs

The Organization incurred and recorded advertising expense during the fiscal year 2023 and 2022 to announce program activities available and to make the public aware of its programs. None of the expense is considered direct-response advertising costs.

Functional Expenses

Management allocates expenses on a functional basis among its various programs including support services. Expenses and support services that can be identified with a specific program are allocated directly to their natural expenditure classification. Other expenses that are common to several programs are allocated based on various relationships.

Fixed Assets

Disbursements for property and equipment with an initial cost of $1,000 or more, are capitalized and reflected in the statement of financial position at cost. Expenditures for additions and major improvements are capitalized while those for maintenance and repairs are charged to expenses as incurred. Depreciation, which is reflected as an expense in the statement of activities, is computed on the straight-line method over the following estimated useful lives:

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	Years
Furniture and equipment	3—15
Buildings	30—40
Additions to Building	10—15
Vehicles	5

NOTE 2—BUILDING ACQUISITION COSTS

The Organization is in the process of constructing a 12,000 square ft Center for the Arts. The pre-development costs associated with this construction project as of June 30, 2023 and June 30, 2022 are capitalized as follow:

	2023	2022
Land – Earnest Money Payment	$25,000	$ 25,000
Engineering Design Costs	6,159	6,159
Architectural Costs	36,811	22,143
Total	$ 67,970	$ 53,302

NOTE 3—CONCENTRATION OF REVENUE

The Organization receives over 60% of its program revenue from several State and Local grants. The current level of the Organization's operations and services may be impacted or discontinued if the funding is not renewed.

NOTE 4---SPECIAL EVENTS

The Organization has special events during the year that represents the majority of their fundraising revenue and expenses. During the years ended June 30, 2023 and June 30, 2022, those revenues and expenses included the following:

June 30, 2023:

Event	Gross Receipts	Expenses	Total
Empowerment Luncheon and Capital Campaign	$ 127,208	$ 12,770	$ 114,438
Halloween Bowl	2,610	1,483	1,127
Other Fundraising Activities	16,910	1,144	15,766
Total	$ 146,728	$ 15,397	$131,331

June 30, 2022:

Event	Gross Receipts	Expenses	Total
Empowerment Luncheon and Capital Campaign	$160,000	$ 7,825	$152,175
Art Splash	41,499	23,013	18,486

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Halloween Bowl	7,238	3,225	4,013
Other Fundraising Activities	22,671	------	22,671
Total	$ 231,408	$ 34,063	$197,345

NOTE 5—RENT

In October 2022, The Organization entered into a virtual office membership agreement for space to virtually operate its programs, for a term of one year at a rate of $49 per month plus a one-time set-up fee of $69. In October 2022, the organization began renting two storage units on a month to month basis at rates of $237 and $82 per month to store its property until the construction of the new Center for the Arts is completed.

In January 2017, The Organization entered into a lease agreement for space to operate its programs, for a term of three years at a rate of $1,745 per month plus Common Area Maintenance (CAM) expenses. In May 2020, the agreement was extended until July 2022 as follows:

Minimum Fixed Rental during the Extension Period shall be:

7/1/2020 – 6/30/2021	$1,726/monthly	$20,712/annually
7/1/2021 – 7/31/2022	$1,778/monthly	$21,336/annually

Rent expense as of June 30, 2023 and June 30, 2022, including CAM expenses was $7,100 and $29,857, respectively.

NOTE 6 —PRIOR PERIOD ADJUSTMENT

Adjustments of $14,685, were made to correct prior period balances related to accounts payable ($9,031), credit cards ($4,394) and other ($1,260).

NOTE 7--SUBSEQUENT EVENTS

The Organization is in the process of obtaining construction financing. As of July 21, 2024, the construction financing is still in process.

There were no subsequent events requiring disclosure as of July 21, 2024, the date management evaluated such events. July 21, 2024 is the date the financial statements were available to be issued.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This afterschool opportunity is funded by NAZA

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

This afterschool opportunity is funded by NAZA

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
YOUTH ENCOURAGEMENT SERVICES, INC.

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Youth Encouragement Services, Inc.**, ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Youth Encouragement Services, Inc.** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Youth Encouragement

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Services, Inc.YIA guidance for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. VP **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. VP **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. VP **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) VP **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly recommended); this requires a computer or any other device with internet access. Recipient staff will ensure

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that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) VP **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) VP **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) VP **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) VP **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) VP **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) VP **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) VP **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) VP **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training
- At least two trainings on the Growth Practices.

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- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) VP **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) VP **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) VP **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

16) VP **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

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17) VP **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) VP **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;
- Exhibit low risk on Metro Risk Assessment tool,

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- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$33,875** (**25** slots for afterschool). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026**

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year not received by the deadline date will not be processed and all remaining grant funds will expire.

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or

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monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

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D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance

During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance

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In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and

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attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.**_Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

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D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a

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subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Viva Price, Executive Director
Youth Encouragement Services, Inc.
3016 Nolensville Pike
Nashville, TN 37211
615-315-5333

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

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i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
...68894BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Tessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Youth Encouragement Services, Inc.

By (Signature): [signature]

Authorized Officer Name: Viva Price

Title: Executive Director

Sworn to and subscribed to before me a Notary Public, this 16th day of May, 2025

Notary Public Rodrigo Rivas

RODRIGO RIVAS
STATE OF TENNESSEE NOTARY PUBLIC
COUNTY OF DAVIDSON

My Commission expires Rodrigo Rivas Commission Expires May 3, 2027

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA Funds For FY 2026 Program

ORGANIZATION NAME	Youth Encouragement Services, Inc.	**CONTRACT # (Office Use):**	
PROGRAM NAME	YES Nashville	**START DATE:**	July 1, 2025
ADDRESS	3016 Nolensville Pike	**END DATE:**	June 30, 2026
CITY, STATE & ZIP	Nashville, TN 37211	**CONTACT PERSON**	Viva Price
FEDERAL ID # (EIN)	62-0570681	**CONTACT TELEPHONE**	(615) 315 - 5333

COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**
Salaries and Wages	26,500.00	1 Senior Program Director (NAZA lead and site program director) $56,000 x 25% = $14,000 1 Site Director @ $50,0000 each (25%) = $12,500
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant
Total Personnel Expenses	**26,500.00**	
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number
Insurance	5,933.00	$5933 monthly x 10 x 10%
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type
Transportation	1,192.00	TN Vans Lease $1192 monthly x 10 months x 10%
Field Trips	250.00	Enrichment experiences & celebrations
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed

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Indirect Cost	0.00	Partners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.
Total Non-personnel	**7,375.00**	
Afterschool sub-total	**33,875.00**	*33875 Total Awarded*

Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**
Salaries and Wages	0.00	Number of staff x Number of hours and hourly rate charged to this grant or percentage of salary for each charged to this grant
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant
Total Personnel Expenses	**0.00**	
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number
Insurance	0.00	Unit cost or % of total cost charged to this grant
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.
Total Non-personnel	**0.00**	
Summer sub-total	**0.00**	
TOTAL	**33,875.00**	

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RECIPIENT		Viva Price	
AUTHORIZED SIGNATURE:		*Viva Price*	
TITLE		Executive Director	
DATE	5/16/2025		

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OTHER FUNDING **Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
748	
$54,000	Metro Public Health

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RESPONSE #22315 SUBMITTED ON 05/16/2025 11:14:19 AM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Youth Encouragement Services, Inc.**

Programming Information

Days of Week of Afterschool Program	**4 days per week**

Edit section title

Afterschool site plan	**Community Site**
Please check box if planning summer programming	*No answer given*
Afterschool Program Name	**Youth Encouragement Services, Inc.**

Afterschool Programming

Name of Community Site Location	**YES Carpenter's Square Center**
Address of Community Program Site	**3016 Nolensville Pike, Nashville, TN 37211**

For Community Sites Only

Target School for Community Site	**Croft Middle School**
Target School for Community Site	**Wright Middle School**
Number of youths targeted for site	**15**
3rd Party Transportation needed?	**No**

Afterschool Programming

Name of Community Site Location	**YES Lindsley Center**

Address of Community Program Site	**11 Lindsley Avenue, Nashville, TN 37210**

For Community Sites Only

Target School for Community Site	**Margaret Allen Middle School**
Target School for Community Site	**Two Rivers Middle School**
Target School for Community Site	**Donelson Middle School**
Number of youths targeted for site	**10**
3rd Party Transportation needed?	**No**

Signature

Viva Price

Viva Price

Name

2025-05-16 16:15:01 (UTC)

Date

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements

By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: _____

Name: Viva Price

Title: Executive Director

Agency Name: YES Nashville

Date: 4/16/2025

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name

February 2, 2023

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative
Name: Vera Phu
Title: Executive Director
Agency Name: YES Nashville
Date: 4/16/2022

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P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248559680
Aug. 03, 2009 LTR 4168C E0
62-0570681 000000 00
00021830
BODC: TE

YOUTH ENCOURAGEMENT SERVICES INC
521 MCIVER ST
NASHVILLE TN 37211-2322

190

Employer Identification Number: 62-0570681
Person to Contact: Ms Schadler
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of July 23, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in April 1959, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

State of Tennessee

THE GREAT SEAL OF THE STATE OF TENNESSEE
XVI
AGRICULTURE
COMMERCE
1796

Charter of Incorporation

of

YOUTH HOBBY SHOP

NO STATE TAX DUE

RECEIVED FEE, $ 3.00

~~RECEIVED TAX, $~~

TOTAL, $ 3.00

Secretary of State.

2551 400 490

754

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GENERAL WELFARE

STATE OF TENNESSEE

Charter of Incorporation

Be It Known, That CARL B. ROBINSON, SAMUEL R. REHORN AND WAYNE HAMMONTREE E. B. Thweatt, and C. L. Norwood

and hereby constituted a body politic and corporate, by the name of and style of

YOUTH HOBBY SHOP

for the purpose of operating an Eleemosynary organization which shall endeavor to improve the general welfare of the youth of this county and state in developing their talents through group meetings; teaching them woodcraft, leathercraft and other similar hobbies, thus developing character and ability in our youth.

The general powers of said corporation shall be: (1) To sue and be sued by the corporate name. (2) To have and use a common seal, which it may alter at pleasure; if no common seal then the signature of the name of the corporation, by any duly authorized officer, shall be legal and binding. (3) Any corporation chartered under the laws of Tennessee for religious, charitable, educational, missionary, or other eleemosynary purposes, and not for profit, shall have the power to receive property, real, personal or mixed, by purchase, gift, devise, or bequest, sell the same and apply the proceeds toward the promotion of the objects for which it is created, or hold any such property and apply the income and profits towards such objects. (4) Any corporation heretofore chartered for any of the following purposes, desiring to avail itself of these powers, shall submit the question to its directors or trustees at any regular meeting, or special meeting, called for the purpose, or to any regular or special meeting of its executive committee, and if a majority of said directors, trustees, or executive committee vote in favor of applying for the amendment, it may then proceed in usual course to file an amendment to its charter. (5) To establish by-laws, and make all rules and regulations not inconsistent with the laws and constitution, deemed expedient for the management of corporate affairs. (6) To appoint such subordinate officers and agents, in addition to a president and secretary, or treasurer, as the business of the corporation may require. (7) To designate the name of the office, and fix the compensation of the officer. (8) To borrow money to be used in payment of property bought by it, and for erecting buildings, making improvements, and for other purposes germane to the objects of its creation, and secure the repayment of the money thus borrowed by mortgage, pledge, or deed of trust, upon such property, real, personal, or mixed, as may be owned by it; and it may, in like manner, secure by mortgage, pledge, or deed of trust, any existing indebtedness which it may have lawfully contracted.

The said five or more corporators shall, within a convenient time after the registration of this charter, elect from their number a president, secretary, and treasurer, or the last two officers may be combined into one, said officers and the other corporators to constitute the first board of directors. Any corporation not

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for profit may increase its directors or trustees to a number not more than one hundred, by due and proper amendment to its by-laws, unless otherwise specifically provided. In all elections each member to be entitled to one vote, either in person or by proxy, and the result to be determined by a majority of the votes cast. Due notice of any election must be given by advertisement in a newspaper, personal notice to the members, or a day stated on the minutes of the board one month preceding the election. The term of officers may be fixed by the by-laws, the said term not, however, to exceed three years. All officers hold office until their successors are duly elected and qualified.

The general welfare of society, not individual profit, is the object for which this charter is granted, and the members are not stockholders in the legal sense of the term, and no dividends or profits shall be divided among the members.

The board of directors shall keep a record of all their proceedings, which shall be at all times subject to the inspection of any member. The corporation may establish branches in any other County in the State.

The members may, at any time, voluntarily dissolve the corporation, by a conveyance of its assets and property to any other corporation holding a charger from the State for purposes not of individual profit, first providing for corporate debts. A violation of any of the provisions of the charter shall subject the corporation to dissolution at the instance of the State.

Whenever there has been no meeting of the members for a period of five years or more, and because of the death of members or the condition of the corporate records it is impossible to notify a sufficient number of members to constitute a quorum, notice of a meeting of the members may be made by publication in some newspaper in the County where such corporation has its principal location, at least thirty days before such meeting shall be held. The members attending such meeting shall be deemed to constitute a quorum for the purposes of electing directors or trustees, and authorizing such directors or trustees to dissolve the corporation and convey its property and assets in accordance with this section.

The charter is subject to modification and amendment; and in case said modification or amendment is not accepted, corporate business is to cease, and the assets and property, after payment of debts, are to be conveyed, as aforesaid, to some other corporation holding a charter for purposes not connected with individual profit. Acquiescence in any modification, thus declared, shall be determined in a meeting of the members especially called for that purpose, and only those voting in favor of the modification shall thereafter compose the corporation:

The means, assets, income, or other property of the corporation shall not be employed, directly or indirectly, for any other purpose whatever than to accomplish the legitimate objects of its creation, and by no implication shall it engage in any kind of trading operation, nor hold any more real estate than is necessary for its legitimate purposes.

Expulsion shall be the only remedy for the nonpayment of dues by the members, and there shall be no individual liability against the members for corporate debts, but the entire corporate property shall be liable for the claims of creditors.

We, the undersigned, the incorporators above mentioned, hereby apply to the State of Tennessee for a charter of incorporation for the purposes declared in the foregoing instrument.

Witness our hands this, the 3 day of April, 1956

Carl B. Robinson
Samuel R. Rehorn
Wayne Hammontree
E. B. Thweatt
C. L. Norwood

SUBSCRIBING WITNESS:
Betty Bright

STATE OF TENNESSEE, COUNTY OF Davidson

Personally appeared before me ~~Carl B. Robinson, Samuel R. Rehorn and Wayne Hammontree~~ Phillip E. Cole (Clerk of the County Court or Notary Public), the within named incorporators, Carl B. Robinson, Samuel R. Rehorn and Wayne Hammontree, E. B. Thweatt and C. L. Norwood

with whom I am personally acquainted, and who acknowledged that they executed the within application for a Charter of Incorporation for the purposes therein contained and expressed.

Witness my hand and official seal at office in Nashville, Tennessee, this 3rd day of April, 1956

Philip E. Cole
(~~Signature of County Court Clerk or Notary Public~~)

(If Notary Public) My commission expires 24th day of July, 1957

(Official Title) Notary Public

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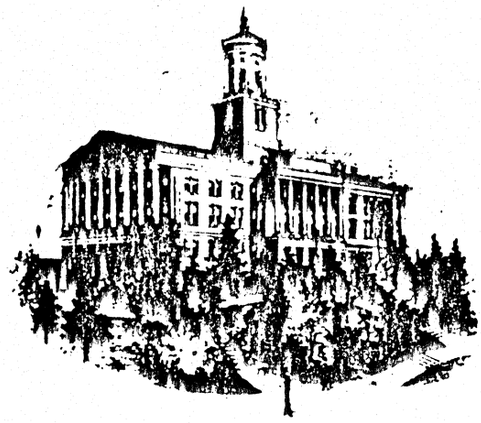
State of Tennessee



Department of State

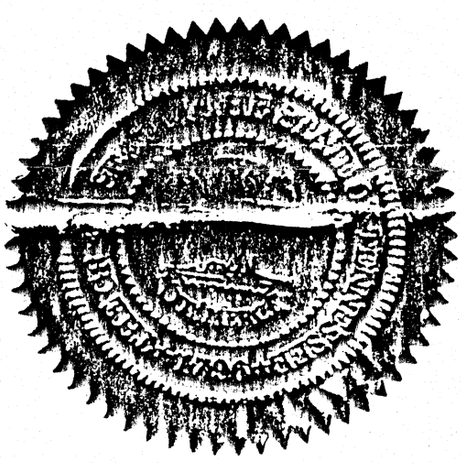
Certificate

The undersigned, as Secretary of State of the State of Tennessee, hereby certifies that the attached document was received for filing on behalf of

YOUTH HOBBY SHOP,

was duly executed in accordance with the Tennessee General Corporation Act, was found to conform to law, and was filed by the undersigned, as Secretary of State, on the date noted on the document.

Therefore, the undersigned, as Secretary of State, and by virtue of the authority vested in him by law, hereby issues this certificate and attaches hereto the document which was duly filed on November 14th, 19 84.



Gentry Crowell
Secretary of State

by Kenneth A. Thompson
Deputy

SS 4404

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FILED
SECRETARY OF ...
1984 NOV 14 AM 11:20

ARTICLES OF AMENDMENT TO THE CHARTER

OF

YOUTH HOBBY SHOP

CHANGING THE PRINCIPAL OFFICE

Pursuant to the provisions of Section 48-303 of the Tennessee General Corporation Act, the undersigned corporation adopts the following articles of amendment to its charter:

1. The name of the corporation is:

   YOUTH HOBBY SHOP

2. The amendment adopted is:

   The address of the principal office of the corporation in the State of Tennessee shall be:

   Street: 11 Lindsley Avenue

   City: Nashville

   Zip Code: 37210

   County: Davidson

3. The amendment was duly adopted (at a meeting) ~~(by the unanimous written consent)~~ of the directors on July 18, 19 84. (Strike inapplicable words.)

4. The amendment is to be effective when filed by the Secretary of State, unless otherwise stated (not later than thirty (30) days after such filing).

Dated: July 21, 19 84

Youth Hobby Shop
Name of Corporation

By: Louise T. Parker
Signature

Secretary
Title

Filing Fee of $10.00 required, in addition to annual report fee.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

FILED
SECRETARY OF STATE

1984 NOV 14 AM 11:29

Form No. 26
Section 48-1201
For Profit
or
Not for Profit

DESIGNATION, REVOCATION OR CHANGE

OF

REGISTERED AGENT

OF

YOUTH HOBBY SHOP

To the Secretary of State of the State of Tennessee:

Pursuant to the provisions of Section 48-1201 of the Tennessee General Corporation Act, the undersigned foreign or domestic corporation or the incorporator or incorporators of a domestic corporation being organized under the Act submit the following statement for the purpose of designating, revoking or changing, as the case may be, the registered agent for the corporation in the state of Tennessee:

1. The name of the corporation is YOUTH HOBBY SHOP

The address of the corporation is 11 Lindsley Avenue
Nashville, TN 37210

If a foreign coporation, state or country of incorporation _____

2. The name and street address of its registered agent in the State of Tennessee shall be

Ernest E. Hyne, II
172 Second Avenue North
Nashville, TN 37219

Dated November 10, 1984

YOUTH HOBBY SHOP
Name of Corporation

By Rudell L. Whitehead
(Title) TREASURER

(Incorporator or incorporators, if corporation is being organized) _____

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

December 13, 2024

Miss VIVA ALTONESE PRICE
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: YOUTH ENCOURAGEMENT SERVICES
CO Number: CO1599
Renewal Date: 06/30/2025

Dear Miss VIVA ALTONESE PRICE :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024127120

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/charities

CO Number: CO1599
Filed: 10/01/2024 11:36 AM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: YOUTH ENCOURAGEMENT SERVICES
Legal entity type of the Organization: Corporation
Business Services Control Number: 000087898 **FEIN:** 62-0570681
Initial Registration Date: 08/19/1992 **Renewal Date:** 09/28/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established
Date: 04/03/1956 **Country:** USA **City/State:** NASHVILLE, TN

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
3016 NOLENSVILLE PIKE
USA, NASHVILLE, TN 37211

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
3016 NOLENSVILLE PIKE
USA, NASHVILLE, TN 37211

Contact Information for the Charitable Organization
Contact Name: Miss VIVA ALTONESE PRICE
Telephone Number: (615) 315-5333 **Fax Number:** (615) 315-5344
Email: viva@youthencouragement.org **Website:** http://youthencouragement.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

761

Does the charity have other offices, chapters, branches, affiliates or a parent?
☑ Yes ☐ No

Other offices

Name: YOUTH HOBBY SHOP-LINDSLEY AVE.
NASHVILLE
Type: Affiliate
Telephone:
Fax:
Address
,
Reporting Financial Activities: Yes

Name: YOUTH HOBBY SHOP-MCIVER STREET
NASHVILLE
Type: Affiliate
Telephone:
Fax:
Address
,
Reporting Financial Activities: Yes

The category that best describes your organization

P - Human Services

The charitable purpose of the organization

Youth Encouragement Services was incorporated as a nonprofit entity to serve the community's inner city neighborhoods. The organization is primarily funded through contributions from foundations, corporations, individuals, and churches. Community centers provide a setting for students to develop individually, have an established community to which they belong, and experience opportunities that will steer their life's trajectory. The organization employs targeted interventions that help close the achievement gap, improve student sills, and promote a successful transition to adulthood. Center are designed to provide a safe place for children to grow spiritually, academically, physically, and socially. Programs include tutoring and homework assistance, literacy and financial literacy initiatives, mentoring, organized recreational sports, life skills courses, and cultural experiences to help support school aged youth.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?
☐ Yes ☑ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Gross Revenue

Direct and Indirect Public Contributions	$ 578,415.00
Government Grants	$ 229,997.00
Program Service Revenue	$ 0.00
Special Events and Activities	$ 96,215.00
Gross Sales of Inventory	$ 0.00
Other Revenue	$ 17,747.00
Total Revenue	$ 922,374.00

Expenses

Total Program Expenses	$ 816,860.00
Direct Expenses from Special Events	$ 0.00
Cost of Goods Sold	$ 0.00
Management and General Expenses	$ 204,274.00
Fundraising Expenses	$ 56,699.00
Other Expenses	$ 0.00
Total Expenses	$ 1,077,833.00

Excess/Deficit For the Year (Total Revenue - Total Expenses)	($ 155,459.00)

Changes in Net Assets/Fund Balances

Net Assets/Fund Balances at Beginning of Year	$ 3,776,080.00
Other Changes in Net Assets or Fund Balances	$ 0.00
Net Assets/Fund Balances	$ 3,593,528.00
Total Liabilities at End of Year	$ 108,721.00
Net Assets/Fund Balances at End of Year	$ 3,593,528.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

GREGORY Allen
530 Great Circle Road
Nashville, TN 37228, USA
Title(s): President

Mark Fulford
3016 Nolensville Pike
Nashville , TN 37211, USA
Title(s): Vice President

Mark Willoughby
7732 Wilmington Drive
Knoxville, TN 37919, USA
Title(s): Officer

Richmond Donnelly
3016 Nolensville Pike
Nashville, TN 37211, USA
Title(s): Director

763

Viva Price

3016 Nolensville Pike
Nashville, TN 37211, USA
Title(s): Director

DAVID ALLEN SCIORTINO
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

Mr. DEREK HAMBLEN
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211, USA
Title(s): Officer, Custodian of Contributions, Custodian of Final Distributions, Treasurer

Dr. JEANNE FAIN
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

Dr. MCKENNA HEALY
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

Mrs. BARI HARWELL
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

Mr. JOEY HARWELL
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

Mrs. LESLIE FISHER
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

Mr. JERRY COVER
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

Mr. GREG WILDER
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

Mr. WAMON BUGGS
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

RONDA WEBB-STEWART
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211, USA
Title(s): Secretary

PAULA PENDERGRASS
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211
Title(s): Officer

JEFFREY BATTS
3016 NOLENSVILLE PIKE
NASHVILLE, TN 37211

Title(s): Officer

JR ALLEN
3016 NOLENSVILLE PIKE
USA, NASHVILLE, TN 37211
Title(s): Director

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Viva Price **Date:** 09/30/2024

Title: Chief Executive Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Derek K Hamblen **Date:** 09/30/2024

Title: Treasurer

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Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 09/27/2024 **Invoice:** 2024-07574

Customer Information

Miss VIVA ALTONESE PRICE
YOUTH ENCOURAGEMENT SERVICES
3016 NOLENSVILLE PIKE
NASHVILLE, 37211

Tracking Number	Description	Amount Paid
2024127120	YOUTH ENCOURAGEMENT SERVICES (CH Filing Late Fee)	$ 10.00
2024127120	YOUTH ENCOURAGEMENT SERVICES (CH Charitable Renewal)	$ 10.00

Payment Details

Fee Total:	$ 20.00
Payment Total:	$ 20.00
Amount Due:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3882514271,3882732307

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YOUTH ENCOURAGEMENT SERVICES, INC.

FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT

DECEMBER 31, 2023

BELLENFANT
CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

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YOUTH ENCOURAGEMENT SERVICES, INC.

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BELLENFANT
CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS
Professional Accounting & Consulting Services

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Youth Encouragement Services, Inc.
Nashville, Tennessee

We have audited the accompanying financial statements of Youth Encouragement Services, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Basis for Qualified Opinion

As more fully described in Note 1 to the financial statements, certain land and buildings are stated at estimated appraisal value as of December 31, 1994 in the accompanying statement of financial position. Also, depreciation expense has not been recorded for all years in which the buildings have been in service. In our opinion, such assets should be stated at acquisition cost, net of depreciation on buildings, to conform with accounting principles generally accepted in the United States of America. The effects on the financial statements of the preceding practices are not reasonably determinable.

Qualified Opinion

In our opinion, except for the effects of valuing land and buildings at appraisal value, as discussed in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of Youth Encouragement Services, Inc. as of December 31, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Youth Encouragement Services, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

2919 Berry Hill Drive • Nashville TN 37204 • Tel: 615.370.8700 • Fax: 615.370.4475 • www.BellenfantCPA.com

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Youth Encouragement Services, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Youth Encouragement Services, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Bellenfant, PLLC

Nashville, Tennessee
August 2, 2024

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YOUTH ENCOURAGEMENT SERVICES, INC.
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2023

ASSETS

CURRENT ASSETS	
Cash and Cash Equivalents	$ 374,473
Investments	121,992
Accounts Receivable	43,589
Prepaid Expenses	1,000
Total Current Assets	541,054
PROPERTY AND EQUIPMENT	
Land	676,236
Land Improvements	8,671
Buildings	2,695,104
Furniture, Fixtures, and Equipment	365,843
Vehicles	169,575
Less: Accumulated Depreciation	(754,234)
Property and Equipment, net	3,161,195
Total Assets	$ 3,702,249

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES	
Accounts Payable and Accrued Expenses	$ 32,273
Notes Payable, current portion	14,304
Total Current Liabilities	46,577
LONG-TERM LIABILITIES	
Notes Payable, noncurrent portion	62,144
Total Long-Term Liabilities	62,144
Total Liabilities	108,721
NET ASSETS	
Net Assets Without Donor Restrictions	3,399,047
Net Assets With Donor Restrictions	194,481
Total Net Assets	3,593,528
Total Liabilities and Net Assets	$ 3,702,249

The accompanying notes are an integral part of these financial statements.

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YOUTH ENCOURAGEMENT SERVICES, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2023

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE			
Public Support:			
In-Kind Donations	$ 367,320	$ -	$ 367,320
Contributions	306,501	-	306,501
Grants	143,617	86,380	229,997
Annual Dinner, net of direct expenses of $24,790	29,683	-	29,683
Christmas Store, net of direct expenses of $9,398	32,344	-	32,344
Registration Fees	30,214	-	30,214
Total Public Support	909,679	86,380	996,059
Other Revenue:			
Other Income	1,414	-	1,414
Interest	16,333	-	16,333
Investment Gain (Loss)	7,095	-	7,095
Net Assets Released From Restrictions	153,600	(153,600)	-
Total Revenue	1,088,121	(67,220)	1,020,901
EXPENSES			
Program Services	905,760	-	905,760
Management and General	240,994	-	240,994
Fundraising	56,699	-	56,699
Total Expenses	1,203,453	-	1,203,453
Change in Net Assets	(115,332)	(67,220)	(182,552)
Net Assets, Beginning of Year	3,514,379	261,701	3,776,080
Net Assets, End of Year	$ 3,399,047	$ 194,481	$ 3,593,528

The accompanying notes are an integral part of these financial statements.

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YOUTH ENCOURAGEMENT SERVICES, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2023

	Inner City Centers	Total Program Services	Management and General	Fundraising	Total Supporting Services	Total
Salaries and Wages	$ 313,412	$ 313,412	$ 113,729	$ 36,816	$ 150,545	$ 463,957
Employee Benefits	12,012	12,012	6,103	2,345	8,448	20,460
Payroll Taxes	24,085	24,085	7,903	2,816	10,719	34,804
Program Materials	103,416	103,416	2,464	-	2,464	105,880
Fundraising Activities	-	-	1,479	14,299	15,778	15,778
Vehicles	10,779	10,779	989	-	989	11,768
Repairs and Maintenance	65,445	65,445	782	-	782	66,227
Utilities	64,657	64,657	3,816	-	3,816	68,473
Insurance	43,660	43,660	19,455	-	19,455	63,115
Professional Services	39,488	39,488	22,768	-	22,768	62,256
Depreciation	119,522	119,522	-	-	-	119,522
In-Kind	88,900	88,900	36,720	-	36,720	125,620
Office Expenses	15,414	15,414	6,958	-	6,958	22,372
Office Supplies	917	917	13,808	27	13,835	14,752
Banking Fees	956	956	70	-	70	1,026
Travel, Meals, and Entertainment	271	271	3,537	-	3,537	3,808
Equipment and Computers	2,826	2,826	413	396	809	3,635
Total Expenses	$ 905,760	$ 905,760	$ 240,994	$ 56,699	$ 297,693	$ 1,203,453

The accompanying notes are an integral part of these financial statements.

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YOUTH ENCOURAGEMENT SERVICES, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2023

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in Net Assets	$ (182,552)
Adjustments to reconcile change in net assets to net cash provided (used) by operations:	
Depreciation	119,522
Investment (Gain) Loss	(7,095)
Non-Cash Donations of Fixed Assets	(241,700)
(Increase) Decrease in:	
Accounts Receivable	(15,429)
Prepaid Expenses	3,997
Increase (Decrease) in:	
Accounts Payable and Accrued Expenses	(4,304)
Net Cash Provided (Used) by Operating Activities	(327,561)
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchases of Investments	(3,358)
Purchases of Property and Equipment	(65,001)
Net Cash Provided (Used) by Investing Activities	(68,359)
CASH FLOWS FROM FINANCING ACTIVITIES	
Issuance of Notes Payable	56,500
Payments on Note Payable	(41,412)
Net Cash Provided (Used) by Financing Activities	15,088
Net Increase (Decrease) in Cash	(380,832)
Cash and Cash Equivalents, Beginning of Year	755,305
Cash and Cash Equivalents, End of Year	$ 374,473

The accompanying notes are an integral part of these financial statements.

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YOUTH ENCOURAGEMENT SERVICES, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Purpose

Youth Encouragement Services (the "Organization") was incorporated as a nonprofit entity for the purpose of providing programs for the benefit of children who reside in the inner city. The Organization is funded primarily through contributions from corporations, individuals, and churches.

Program Services:

Inner City

Each day, youth development and enrichment programming is provided for students who reside in high-need, urban communities. Centers are designed to provide a safe place for children to grow spiritually, academically, physically, and socially. Comprehensive programs including tutoring assistance, literacy and financial literacy initiatives, mentoring, organized recreational sports, and cultural experiences help support school aged youth in K-12th grade.

Camp

A summer camp is hosted in Robertson County, Tennessee for children who reside in high-risk communities.

Financial Statement Presentation

The financial statements of the Organization are presented on the accrual basis of accounting. Revenue is generally recognized when earned. Expenses are generally recognized when incurred.

Financial statement presentation follows the requirements of the Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic related to Presentation of Financial Statements of Not-for-Profit Organizations. Under the FASB Accounting Standards Codification, the Organization is required to report information regarding its financial position and activities according to two classes of net assets; net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions - These are net assets that are not subject to donor-imposed stipulations. The Organization had $3,399,047 of net assets without donor restrictions as of December 31, 2023.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Financial Statement Presentation (Continued)

Net assets with donor restrictions - These are net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or the passage of time. This classification also includes net assets subject to donor-imposed stipulations that may be maintained permanently by the Organization. Generally, donors of these assets permit the Organization to use all or part of the income earned for general or specific purposes. The Organization had $194,481 of net assets with donor restrictions as of December 31, 2023.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all cash funds, cash bank accounts and highly liquid debt instruments with an original maturity when purchased of 90 days or less to be cash and cash equivalents. The cash accounts are held primarily by financial institutions and at times may exceed amounts that are federally insured.

Investments

The Organization accounts for investments in accordance with FASB Accounting Standards Codification topic relating to Accounting for Certain Investments Held by Not-for-Profit Organizations. Under FASB Accounting Standards Codification, investments in marketable securities with readily determinable fair values and all investments in debt securities are valued at their fair market values in the statement of financial position. Unrealized gains and losses are included in the statement of activities.

Investment income and unrealized gains and losses are reported as changes in unrestricted net assets. Investment income and gains restricted by a donor are reported as increases in unrestricted net assets if the restrictions are met in the reporting period in which the income and gains are reported.

Accounts Receivable

Accounts receivable are reported at their estimated collectible amounts. They are periodically evaluated for collectability based on management's assessment of each account. An allowance for doubtful accounts is established as losses are estimated to have occurred through recognition of bad debt expense. When management confirms the uncollectibility of an account receivable, such amount is charged off against the allowance for doubtful accounts. No allowance for doubtful accounts was recorded at December 31, 2023.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Prepaid Expenses

Prepaid expenses consist of fundraising event deposits which are paid in advance.

Property and Equipment

Land and buildings amounting to $106,236 and $166,812, respectively, are recorded at estimated appraised value as of December 31, 1994. Property and equipment acquired subsequent to December 31, 1994 are recorded at acquisition cost. Depreciation of property and equipment has been provided since June 30, 1990, over the estimated useful lives of the respective assets primarily on a straight-line basis.

Revenue Recognition

The Organization accounts for contributions in accordance with the requirements of the FASB Accounting Standards Codification Revenue Recognition Topic. In accordance with the FASB Accounting Standards Codification, contributions received are recorded depending on the existence or nature of any donor restrictions.

Revenue from grants is recognized when earned and classified as restricted or unrestricted net assets, depending on the existence of any donor restrictions. When the obligations related to the restrictions are satisfied, the revenue is reclassified to net assets without donor restrictions.

Revenue from events is recognized when the event or activity has occurred, the price is fixed or determinable, and collection is reasonably assured.

Revenue from registration fees is recognized by the Organization when it has provided the program, workshop, or training session for which the fees were collected.

Donated Materials, Services, and Assets

The following donations are reflected as contributions in the accompanying statements at their estimated values at the date of receipt for the year ended December 31, 2023:

Christmas Store	$ 88,900
Executive Offices	16,720
Landscaping Services	20,000
	$ 125,620

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Donated Materials, Services, and Assets (Continued)

In addition, the following contributions were recognized on the Statement of Activities as revenue and included as assets on the Statement of Financial Position:

Playground and Rubber Mulch	$	131,000
Fence		108,000
Shed and Land Leveling		2,700
		241,700
Total In-Kind	$	367,320

Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received.

A number of unpaid volunteers have made significant contributions of their time to assist in fund-raising and special projects. The Organization estimates receipt of approximately 1,631 volunteer hours for the year ended December 31, 2023. However, these services do not meet the requirements above and have not been recorded in the accompanying financial statements.

Donations of property and equipment are recorded as support at their estimated fair value. Such donations are reported as without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donors. The Organization reclassifies net assets with donor restrictions to net assets without donor restrictions at that time.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from estimates.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Functional Allocation of Expenses

Expenses that can be directly attributed to a particular function are charged to that function. Accordingly, certain costs have been categorized based on specific identification of costs incurred or allocated as determined by management.

Expense	Method of Allocation
Salaries and Wages	Time and Effort
Professional Services	Time and Effort
Depreciation	Square Footage
Office Expenses	Time and Effort
Insurance	Policy Coverage

Compensated Absences

Compensated absences for sick pay and personal time have not been accrued since they cannot be reasonably estimated. The Organization's policy is to recognize these costs when actually paid.

Restricted Endowment Funds

The Uniform Prudent Management Institutional Funds Act ("UPMIFA") was enacted in Tennessee effective July 1, 2007. The FASB Accounting Standards Codification provides guidance on the net asset classification of donor-restricted endowment funds for a nonprofit organization that is subject to an enacted version of the UPMIFA. It also requires disclosure of a description of the governing board's interpretation of the law that underlies the organization's net asset classification of donor-restricted endowment funds, a description of the organization's policies for the appropriation of endowment assets for expenditures (its endowment spending policies), a description of the organization's endowment investment policies, and additional disclosures not previously required.

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2. AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Organization's financial assets as of December 31, 2023, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the statement of financial position date:

Financial assets, at year-end	$ 541,054
Less: assets unavailable for general expenditures within one year, due to donor-imposed restrictions	(194,481)
Financial assets available to meet cash needs for general expenditures within one year	$ 346,573

There is an adequate amount of financial assets available as of December 31, 2023. The Organization effectively manages its liquid available resources to meet cash needs for general expenditures within one year of the statement of financial position date.

3. FAIR VALUE OF INVESTMENTS

The Organization's investments are reported at fair value in the accompanying statement of financial position.

	Fair Value Measurements at December 31, 2023			
	Fair Value	Quoted Prices In Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Cash and Sweep Balances	$ 14,020	$ 14,020	$ -	$ -
Mutual Funds	107,972	107,972	-	-
	$ 121,992	$ 121,992	$ -	$ -

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3. FAIR VALUE OF INVESTMENTS (Continued)

The Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic related to Fair Value Measurements, establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority, Level 2 inputs consist of observable inputs other than quoted prices for identical assets, and Level 3 inputs have the lowest priority. The Organization uses the appropriate valuation techniques based on the available inputs to measure the fair value of its investments. Level 3 inputs were only used when Level 1 or Level 2 inputs were not available.

Level 2 Fair Value Measurements - The fair value of the investments are based on inputs other than quoted prices within Level 1 that are observable for the asset, either directly or indirectly.

Level 3 Fair Value Measurements - The fair value of the investments are based on at least one significant unobservable input.

4. NET ASSETS WITH DONOR RESTRICTIONS

Endowment funds are held in perpetuity with the income from assets expendable to support certain programs. Grants are included as net assets with donor restrictions until the funds are expended for the restricted purpose. A summary of the net assets with donor restrictions as of December 31, 2023 is as follows:

General Endowment Fund	$ 105,000
Ardell Whitehead Endowment Fund	5,000
Little Builders	78,481
Padgett Family Fund	6,000
	$ 194,481

The interest earned on net assets with donor restrictions is available to the Organization on an unrestricted basis.

5. ENDOWMENT

The Organization's endowment consists of donor restricted gifts held primarily in investment accounts. As required by accounting principles generally accepted in the United States of America, net assets associated with endowment funds are classified and reported based upon the existence or absence of donor-imposed restrictions.

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5. ENDOWMENT (Continued)

Changes in Endowment Net Assets for the fiscal year ended December 31, 2023:

	Without Restrictions	With Restrictions	Total
Endowment net assets, beginning of year	$ 1,539	$ 110,000	$ 111,539
Investment return, net appreciation (depreciation)	10,453	-	10,453
Endowment net assets, end of year	$ 11,992	$ 110,000	$ 121,992

Interpretation of Relevant Law

The Organization has interpreted the UPMIFA as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Organization classifies as restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in restricted net assets is classified as unrestricted net assets until those amounts are appropriated for expenditure by the Organization in a manner consistent with the standard of prudence prescribed by UPMIFA.

Funds with Deficiencies

From time to time, the fair value of assets associated with individul donor-restricted endowment funds may fall below the level that the donor or UPMIFA requires the Organization to retain as a fund of perpetual duration. Deficiencies of this nature did not exist as of December 31, 2023.

Endowment Investment Policy and Risk Parameters

The Organization has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Organization must hold in perpetuity or for a donor-specified period.

Under the Organization's policy, as approved by the Board of Directors, endowment assets are invested primarily in equity securities.

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5. ENDOWMENT (Continued)

Strategies Employed for Achieving Investment Objectives

To satisfy its long-term rate-of-return objectives, the Organization relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Organization targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives with prudent risk constraints.

Spending Policy and How the Investment Objectives Relate to Spending Policy

The Organization has a policy of appropriating dividend and interest income from the endowment fund as necessary to fund Organization programs provided the investment balance is greater than the original gift value. Specific agreements with donors for income taken relative to their specific endowment gifts are exempted.

6. NOTES PAYABLE

On November 11, 2021, the Organization acquired two vans through a note payable totaling $74,880. During the year ended December 31, 2023, one of the vans was paid off and subsequently replaced with a new van. The notes for these vans are non-interest bearing, with monthly installments of $672 and $520, respectively. As of December 31, 2023, the outstanding balance of these notes is $76,448.

Future required minimum payments are as follows:

2024	$	14,304
2025		14,304
2026		14,304
2027		13,784
Thereafter		19,752
Total	$	76,448

7. INCOME TAXES

The Organization has qualified for tax-exempt status under Section 501(c)(3) of the Internal Revenue Code. It has been classified as an organization that is not a private foundation.

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7. INCOME TAXES (Continued)

The Organization has evaluated its tax positions in accordance with the Codification Standard relating to Accounting for Uncertainty in Income Taxes. The Organization believes that it has taken no uncertain tax positions.

The Organization files a U.S. Federal Form 990-Return of Organization Exempt from Income Tax. The Organization's returns for the years prior to calendar year 2020 are no longer open for examination.

8. SUBSEQUENT EVENTS

Subsequent events have been evaluated through August 2, 2024, which is the date the financial statements were available to be issued.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X)** NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
ELMINGTON ELEVATES

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Elmington Elevates,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Elmington Elevates** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Elmington ElevatesYIA

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guidance for youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs.**

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. CB **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. CB **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. CB **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) CB **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) CB **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) CB **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) CB **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) CB **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) CB **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) CB **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) CB **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) CB **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

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- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) _____ **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) _____ **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) _____ **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) _____ **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) _____ **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) _____ **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$24,390 (18** slots for afterschool). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for

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the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire.**

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or

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monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS:**

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval

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of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance

During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and

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amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

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Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.** Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force

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Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or

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procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Crystal Blaylock, Director
Elmington Elevates
1030 16th Ave South Suite 500
Nashville, TN 37212
615-490-6700

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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Grant contract between the Metropolitan Government of Nashville and Davidson County and **Elmington Elevates**, Contract #_____ July 1, 2025 – June 30, 2026

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jennifer Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
08804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8FB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE40BFDF9F024BF...

Library Director

RECIPIENT: Elmington Elevates

By (Signature): Crystal Bleylock

Authorized Officer Name: Crystal Bleylock

Title: Executive Director

Sworn to and subscribed to before me a Notary Public, this 14th day of May, 2025

Notary Public

ERICKSON CUMMINGS
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY
MY COMMISSION EXPIRES 1-22-2029

My Commission expires 1/22/29

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA Funds For FY 2026 Program

ORGANIZATION NAME	Elmington Elevates	**CONTRACT # (Office Use):**	**L-6295**		
PROGRAM NAME	**ElevateU**	**START DATE:**	**8/1/2025**		
ADDRESS	1030 16th Ave South Suite 500	**END DATE:**	**5/28/2026**		
CITY, STATE & ZIP	**Nashville, TN 37212**	**CONTACT PERSON**	**Crystal Blaylock**		
FEDERAL ID # (EIN)	82-0970571	**CONTACT TELEPHONE**	562-477-2439		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	23,760.00	2 Site Lead staff x 15 hours per week x 22 per hour x 36 weeks of programming			
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this gr			
Total Personnel Expenses	**23,760.00**				
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Communications	2,000.00	ProCare software that allows us to communication with parents, enroll youth, track attandance daily and is a convenent app for parents and staff. 50% of the cost of the software has been charged to this grant		2000	Pinnacle Financial Partners
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number			
Insurance	0.00	Unit cost or % of total cost charged to this grant			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	1,340.00	$67 per youth for supplies for 20 youth. This will include art materials (paper, paint, markers, sports equipment), white boards and expo markers for homework help and similar basic classroom/learning tools. It will also support the cost of snacks for the month of August for our youth after-school until the MNPS Nutrition Services program kicks in after Labor Day			
Transportation	0.00	Daily rate, number of days separated by afterschool and summer (if applicable)			
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating			
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per			
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed			

Indirect Cost	0.00	
Total Non-personnel	**3,340.00**	
Afterschool sub-total	**27,100.00**	
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**
Salaries and Wages	0.00	Number of staff x Number of hours and hourly rate charged to this grant or
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this gr
Total Personnel Expenses	**0.00**	
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Communications		Estimated unit number and unit cost or % of total cost charged to this grant
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number
Insurance	0.00	Unit cost or % of total cost charged to this grant
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.
Total Non-personnel	**0.00**	
Summer sub-total	**0.00**	
TOTAL	**27,100.00**	
RECIPIENT		
AUTHORIZED SIGNATURE:	Krysta Blaylock	
TITLE	Executive Director	
DATE	5/14/2025	

RESPONSE #22254 SUBMITTED ON 05/13/2025 11:15:45 AM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Elmington Elevates**

Programming Information

Days of Week of Afterschool Program	**5 days per week**

Edit section title

Afterschool site plan	**School Site**
Please check box if planning summer programming	*No answer given*
Afterschool Program Name	**ElevateU**

Afterschool Programming

Name of School Site Location	**Carter-Lawrence Engineering Magnet School**
Address of School Program Site	**1118 12th Ave South Nashville, TN**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**10**
Transportation needed?	**No**

Afterschool Programming

Name of School Site Location	**Alex Green Elementary**
Address of School Program Site	**3921 Lloyd Rd, Whites Creek, TN 37189**
School Partnership Level	**Renewing Partnership**

Number of youths targeted for site	**10**
Transportation needed?	**No**

Signature

Crystal Blaylock

Name

2025-05-13 16:16:02 (UTC)

Date

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: _____

Name: _____

Title: _____

Agency Name: _____

Date: _____

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Crystal Blaylock

Name: CRYSTAL BLAYLOCK

Title: Executive Director

Agency Name: Elmington Elevates

Date: 3/27/2025

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Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 18 2017

ELMINGTON ELEVATES INC
118 16TH AVE S STE 200
NASHVILLE, TN 37203-3135

Employer Identification Number:
82-0970571
DLN:
17053166324017
Contact Person:
MS. TRUSTY ID# 31657
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
March 28, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Received
DEC 21 2017
Elmington Property Managment

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

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ELMINGTON ELEVATES INC

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Stephen a. martin

Director, Exempt Organizations
Rulings and Agreements

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Tre Hargett
Secretary of State

Division of Business Services
Department of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

Elmington Elevates, Inc.
STE 200
118 16TH AVE S
NASHVILLE, TN 37203-3135

March 27, 2017

Filing Acknowledgment

Please review the filing information below and notify our office immediately of any discrepancies.

SOS Control # :	**000896017**	Formation Locale:	TENNESSEE
Filing Type:	Nonprofit Corporation - Domestic	Date Formed:	03/27/2017
Filing Date:	03/27/2017 3:19 PM	Fiscal Year Close:	12
Status:	Active	Annual Report Due:	04/01/2018
Duration Term:	Perpetual	Image # :	B0337-6238
Public/Mutual Benefit:	Public		
Business County:	DAVIDSON COUNTY		

Document Receipt

Receipt # : 003250715	Filing Fee:	$100.00
Payment-Check/MO - BAKER, DONELSON, BEARMAN, CALDWELL & BERKOWITZ, NASHVILI		$20.00
Payment-Check/MO - BAKER, DONELSON, BEARMAN, CALDWELL & BERKOWITZ, NASHVILI		$80.00

Registered Agent Address:
KELLY L. WORMAN
STE 2711
611 COMMERCE ST
NASHVILLE, TN 37203-3742

Principal Address:
STE 200
118 16TH AVE S
NASHVILLE, TN 37203-3135

Congratulations on the successful filing of your **Charter** for **Elmington Elevates, Inc.** in the State of Tennessee which is effective on the date shown above. You must also file this document in the office of the Register of Deeds in the county where the entity has its principal office if such principal office is in Tennessee. Please visit the Tennessee Department of Revenue website (apps.tn.gov/bizreg) to determine your online tax registration requirements. If you need to obtain a Certificate of Existence for this entity, you can request, pay for, and receive it from our website.

You must file an Annual Report with this office on or before the Annual Report Due Date noted above and maintain a Registered Office and Registered Agent. Failure to do so will subject the business to Administrative Dissolution/Revocation.

Tre Hargett
Secretary of State

Processed By: Alex Maxfield

Phone (615) 741-2286 * Fax (615) 741-7310 * Website: http://tnbear.tn.gov/

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

FILED

CHARTER
OF
ELMINGTON ELEVATES, INC.

The undersigned natural person, having capacity to contract and acting as the incorporator of a corporation under the Tennessee Nonprofit Corporation Act, adopts the following Charter for such corporation:

1. The name of the corporation is Elmington Elevates, Inc.

2. The corporation is a public benefit corporation.

3. The corporation is not a religious corporation.

4. The complete address of the corporation's initial registered office is:

   611 Commerce Street, Suite 2711
   Nashville, Tennessee 37203
   Davidson County

5. The name of the initial registered agent at the above address is Kelly L. Worman.

6. The complete address of the corporation's principal office is:

   118 16th Avenue South
   Suite 200
   Nashville, Tennessee 37203
   Davidson County

7. The corporation is not for profit.

8. The name and complete address of the incorporator is:

   Daniel Stephenson
   211 Commerce Street, Suite 800
   Nashville, Tennessee 37201

9. The corporation will not have members.

10. The corporation shall be permitted to indemnify and hold harmless the directors and officers of the corporation to the fullest extent permitted by Tennessee law as specified in the Bylaws of the corporation. If the Tennessee Nonprofit Corporation Act is amended or other Tennessee law is enacted to permit further elimination or limitation of the personal liability of directors, then the liability of directors of the corporation shall be eliminated or limited to the fullest extent permitted by the

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Tennessee Nonprofit Corporation Act as so amended or by such other Tennessee law as so enacted.

11. This corporation is organized exclusively for charitable, educational, religious or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code").

12. To the extent required by Section 501(c)(3) of the Code: (i) no part of the net earnings of the corporation may inure to the benefit of any individual except as reasonable compensation for services actually rendered by such individual or as payments and distributions in furtherance of the purposes set forth herein; (ii) no substantial part of the activities of the corporation shall be carrying on propaganda or otherwise attempting to influence legislation (except as permitted by Section 501(h) of the Code); and (iii) the corporation shall not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of (or in opposition to) any candidate for public office. Notwithstanding any other provision of this Charter, the corporation shall not carry on any endeavors or activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Code, or by a corporation, contributions to which are deductible under Section 170(c)(2) of the Code.

13. Upon dissolution of this corporation, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, i.e. charitable, educational, religious or scientific, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government for a public purpose.

DATED: March 23, 2017

Daniel Stephenson, Incorporator

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

June 20, 2024

CRYSTAL BLAYLOCK
1030 16TH AVE SOUTH SUITE 500
NASHVILLE, TN 37212 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: ELMINGTON ELEVATES, INC.
CO Number: CO29261
Renewal Date: 06/30/2025

Dear CRYSTAL BLAYLOCK :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024114997

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

CO Number: CO29261
Filed: 06/14/2024 10:45 AM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: ELMINGTON ELEVATES, INC.
Legal entity type of the Organization: Corporation
Business Services Control Number: 000896017 **FEIN:** 82-0970571
CO Number: CO29261
Initial Registration Date: 06/13/2017 **Renewal Date:** 06/30/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established
Date: 03/27/2017 **Country:** USA **City/State:** NASHVILLE, TN

Has your Principal Office address changed since your last renewal?
☑ Yes ☐ No

Amended Principal Office Address
1030 16TH AVE SOUTH SUITE 500
NASHVILLE, TN 37212, USA

Has your Mailing address changed since your last renewal?
☑ Yes ☐ No

Amended Mailing Office Address
1030 16TH AVE SOUTH SUITE 500
NASHVILLE, TN 37212, USA

Contact Information for the Charitable Organization
Contact Name: CRYSTAL BLAYLOCK
Telephone Number: (615) 490-6700 **Fax Number:** (615) 490-6701
Email: cblaylock@elmingtonelevates.org **Website:** http://elmingtonelevates.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☑ Yes ☐ No

Other States
AL, KY, LA, MS, NC, OH, FL, SC

835

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization
W - Public Affairs, Society Benefit

The charitable purpose of the organization
Elmington Elevates supports undeserved and under-privileged communities in the states that we serve. We work to engage partners in the community to donate goods, funds, and support to elevate the quality of life for these community members.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?
☐ Yes ☑ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Gross Revenue

Direct and Indirect Public Contributions	$ 204,802.00
Government Grants	$ 0.00
Program Service Revenue	$ 0.00
Special Events and Activities	$ 35,798.00
Gross Sales of Inventory	$ 0.00
Other Revenue	$ 0.00
Total Revenue	$ 240,600.00

Expenses

Total Program Expenses	$ 171,984.00
Direct Expenses from Special Events	$ 28,909.00
Cost of Goods Sold	$ 0.00
Management and General Expenses	$ 47,114.00
Fundraising Expenses	$ 57,249.00
Other Expenses	$ 0.00
Total Expenses	$ 305,256.00

Excess/Deficit For the Year (Total Revenue - Total Expenses)	($ 64,656.00)

Changes in Net Assets/Fund Balances

Net Assets/Fund Balances at Beginning of Year	$ 80,358.00
Other Changes in Net Assets or Fund Balances	$ 0.00
Net Assets/Fund Balances	$ 15,702.00
Total Liabilities at End of Year	$ 8,366.00
Net Assets/Fund Balances at End of Year	$ 15,702.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Brienn Klahn
118 16th Ave South Ste 200
Nashville, TN 37203, USA
Title(s): Vice President, Custodian of Final Distributions

Crystal Blaylock
118 16th Ave South Ste 200
Nashville, TN 37203, USA
Title(s): Chief Executive Officer, Other, Custodian of Contributions, Custodian of Final Distributions

Kerri Davis
118 16th Ave South Ste 200
Nashville, TN 37203, USA
Title(s): President

Lindsay Maguire
118 16th Avenue, South, Suite 200
Nashville, TN 37203, USA
Title(s): Secretary

RYAN SEIBELS
118 16TH AVE SOUTH, SUITE 200
NASHVILLE, TN 37203
Title(s): Director

BRAD CATHER
118 16TH AVE SOUTH, SUITE 200
NASHVILLE, TN 37203
Title(s): Director

SHERLETA SANDERS
118 16TH AVE SOUTH, SUITE 200
NASHVILLE, TN 37203
Title(s): Director

CHRIS NATELLI
1030 16TH AVE SOUTH SUITE 500
NASHVILLE, TN 37212, USA
Title(s): Custodian of Contributions

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Crystal Odair Blaylock **Date:** 06/13/2024

Title: Chief Executive Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Chris Natelli **Date:** 06/14/2024

Title: Custodian of Contributions

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 06/05/2024 **Invoice:** 2024-04135

Customer Information

CRYSTAL BLAYLOCK
ELMINGTON ELEVATES, INC.
1030 16TH AVE SOUTH SUITE 500
NASHVILLE, TN 37212 , USA

Tracking Number	Description	Amount Paid
2024114997	CH Charitable Renewal	$ 10.00

Payment Details

Fee Total:	$ 10.00
Payment Total:	$ 10.00
Amount Due:	$ 0.00
Refunded Amount:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3875431847

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ELMINGTON ELEVATES, INC.

FINANCIAL STATEMENTS & INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

DECEMBER 31, 2023

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ELMINGTON ELEVATES, INC.

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and for the Year then ended:

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Statement of Cash Flows 5

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MULLINS CLEMMONS & MAYES, PLLC
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

To the Board of Directors of
Elmington Elevates, Inc.:

Management is responsible for the accompanying financial statements of Elmington Elevates, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

Mullins Clemmons + Mayes, PLLC

Brentwood, Tennessee
August 28, 2024

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ELMINGTON ELEVATES, INC

STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2023

ASSETS	2023
CURRENT ASSETS:	
Cash and cash equivalents	$ 6,443
Contributions receivable	12,597
Prepaid insurance	3,732
Total current assets	22,772
TOTAL ASSETS	$ 22,772
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES:	
Accounts payable	$ 7,073
Total current liabilities	7,073
NET ASSETS:	
Without donor restrictions	15,699
With donor restrictions	-
Total net assets	15,699
TOTAL LIABILITIES AND NET ASSETS	$ 22,772

SEE ACCOUNTANT'S COMPILATION REPORT

The accompanying notes are an integral part of the financial statements.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ELMINGTON ELEVATES, INC

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2023

	Without Donor Restrictions	With Donor Restrictions	Total
SUPPORT AND REVENUES:			
Contributions	$ 210,074	$ 19,839	$ 229,913
In-kind donations	10,274	-	10,274
Net assets released from restrictions	19,839	(19,839)	-
Total support, revenues and reclassifications	240,187	-	240,187
EXPENSES:			
Program services	202,904	-	202,904
General and administrative	34,321	-	34,321
Development and fundraising	67,618	-	67,618
Total expenses	304,843	-	304,843
NET CHANGE IN NET ASSETS	(64,656)	-	(64,656)
NET ASSETS, BEGINNING	80,355	-	80,355
NET ASSETS, ENDING	$ 15,699	$ -	$ 15,699

SEE ACCOUNTANT'S COMPILATION REPORT

The accompanying notes are an integral part of the financial statements.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ELMINGTON ELEVATES, INC

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2023

	Program Services	Supporting Services		
	Program Projects	Management and General	Development and Fundraising	Total Expenses
Salaries	$ 129,760	$ 18,720	$ 28,080	$ 176,560
Employee benefits	4,644	240	360	5,244
Payroll taxes	10,074	1,439	2,159	13,672
Total personnel costs	144,478	20,399	30,599	195,476
Legal and professional	-	6,815	-	6,815
Administrative expenses	-	6,496	-	6,496
Fundraising	-	-	8,946	8,946
Insurance	4,428	492	-	4,920
Marketing	890	-	594	1,484
Travel	6,217	-	-	6,217
Event expenses	46,891	119	27,479	74,489
Total expenses before depreciation and other expenses	202,904	34,321	67,618	304,843
Depreciation	-	-	-	-
Total expenses	$ 202,904	$ 34,321	$ 67,618	$ 304,843

SEE ACCOUNTANT'S COMPILATION REPORT

The accompanying notes are an integral part of the financial statements.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

ELMINGTON ELEVATES, INC

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2023

	2023
CASH FLOWS FROM OPERATING ACTIVITIES:	
Net change in net assets	$ (64,656)
Adjustments to reconcile net change in net assets to net cash provided by operating activities:	
Net changes in other operating assets and liabilities:	
Contributions receivable	(6,640)
Prepaid insurance	(3,732)
Accounts payable and accrued liabilities	6,036
Net cash provided by operating activities	(68,992)
CASH FLOWS FROM INVESTING ACTIVITIES:	-
CASH FLOWS FROM FINANCING ACTIVITIES:	-
NET CHANGE IN CASH AND CASH EQUIVALENTS	(68,992)
CASH AND CASH EQUIVALENTS, BEGINNING	75,435
CASH AND CASH EQUIVALENTS, ENDING	$ 6,443

SEE ACCOUNTANT'S COMPILATION REPORT

The accompanying notes are an integral part of the financial statements.

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ELMINGTON ELEVATES, INC.

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE 1 – THE ENTITY

Elmington Elevates, Inc. (the "Organization") was incorporated under the Tennessee Nonprofit Corporation Act in March of 2017. The Organization, a religious corporation, is qualified as a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code. The purpose of the Organization, as stated in its mission statement, is to invite individuals and corporate partners to donate funds and volunteer their time through current initiatives. Which include a school supply drive, toy drive and an after care school care program. The Organization is located in Nashville, Tennessee.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Accounting Periods - All references to 2023 in these financial statements refer to the year ended December 31, 2023, unless otherwise noted.

Basis of Accounting - The Organization uses the accrual basis of accounting; therefore, revenue is recognized when earned and expenses are recognized when incurred. Gifts are considered available for unrestricted use unless specifically restricted by the donor.

Financial Statement Presentation

The financial statements of the Organization have been prepared in accordance with U.S. generally accepted accounting principles ("US GAAP"). The Organization is required to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions – Net assets not subject to any donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the Board of Directors.

Net assets with donor restrictions – Net assets whose use by the Organization is subject to donor-imposed restrictions. Some donor restrictions are temporary in nature; those restrictions will be fulfilled by actions of the Organization pursuant to those restrictions or by the passage of time. Other donor restrictions may be perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity. As of December 31, 2023, the Organization had no perpetual restrictions on net assets.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities as net assets released from restrictions.

Cash and Cash Equivalents - Cash and cash equivalents consist of cash on hand, cash in various bank accounts, and all highly liquid investments with an original maturity of three months or less. The Organization may, at times, maintain bank accounts whose balances exceed federally insured limits. However, the Organization has not experienced any losses in such accounts, and believes it is not exposed to any significant credit risk related to cash and cash equivalents.

SEE INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

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NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Income Taxes - As mentioned in Note 1, the Organization is a tax-exempt organization; accordingly, no provision for income taxes is included in the accompanying financial statements.

The Organization files an annual information return (Form 990) with the U.S. government. At December 31, 2023, the Organization is no longer subject to U.S. tax examinations of these information returns by tax authorities for years before December 31, 2020.

Advertising Costs - Advertising costs, which also include marketing and development, are expensed as incurred. Advertising costs were $1,484 for the year ended December 31, 2023.

Estimates - The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Functional Allocation of Expenses - The costs of program and supporting services activities have been summarized on a functional basis in the statement of activities. The statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited. See Note 6 for further details related to functional expenses.

Events Occurring after Reporting Date – Management has evaluated events and transactions that occurred through August 28, 2024, which is the date that the financial statements were available to be issued, for possible recognition or disclosure in the financial statements.

NOTE 3 – AVAILIBILITY AND LIQUIDITY

The Organization receives significant contributions with donor restrictions to be used in accordance with the associated purpose restrictions. In addition, the Organization receives support without donor restrictions.

The Organization considers contributions without donor restrictions and contributions with donor restrictions for use in current programs which are ongoing, major, and central to its annual operations to be available to meet cash needs for general expenditures. General expenditures include administrative and general expenses, fundraising expenses and building supplies expected to be paid in the subsequent year. Annual operations are defined as activities occurring during the Organization's fiscal year.

The Organization manages its cash available to meet general expenditures following two guiding principles:

- Operating within a prudent range of financial soundness and stability,
- Maintaining adequate liquid assets

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NOTE 3 – AVAILIBILITY AND LIQUIDITY

The following presents financial assets available for general expenditures within one year at December 31, 2023:

	2023
Financial assets at year end:	
Cash and cash equivalents	$ 6,443
Contributions receivable	12,597
Total financial assets	19,040
Less amounts not available to be used within one year:	
Net assets with donor restrictions	-
Financial assets not available to be used within one year	-
Financial assets available to meet general expenditures within one year	$ 19,040

NOTE 4 – NET ASSETS

Donor restricted net assets consist entirely of contributions for adoption assistance. Once the donor restricted contributions are used for adoption assistance, they are reported as net assets released from restrictions in the statements of activities. Net assets released from restrictions totaled $19,839 for the year ending December 31, 2023.

NOTE 5 – EMPLOYEE BENEFIT PLAN

The Organization maintains a SIMPLE IRA plan (the Plan) for the benefit of its employees. Eligible employees may voluntarily contribute from their earnings to the Plan, up to the maximum contribution allowed by the IRS. Employer contributions are equal to 5% of eligible wages. The Organization's contributions to the plan for the year ending December 31, 2023 was $2,340.

NOTE 6 - FUNCTIONALIZED EXPENSES

The financial statements report certain categories of expenses which are attributable to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis which is consistently applied. The expenses which are allocated include occupancy, which is allocated on a square footage basis, as well as salaries, benefits and payroll taxes, postage and printing, administrative expenses, processing fees, automobile, dining, gifts, insurance, marketing, information technology, travel and depreciation, which are allocated on the basis of estimated time and effort.

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NOTE 7 – COMMITMENTS AND CONTINGENCIES

Grant expenditures are subject to review and audit by the grantors in the normal course of operations. Any reviews and audits could result in disallowance of expenditures, and therefore, a return of grant funds to the grantor. Management believes that no unallowable expenditures have been incurred under any of its grants. Accordingly, no provision has been made for any potential return of funds to any of its grantors.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND WATER WALKERS

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Water Walkers,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. SCOPE OF PROGRAM:

A.1. Schedule and Content

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Water Walkers** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Water WalkersYIA guidance for

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youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1. AD, II **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2. AD, II **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. AD, II **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) AD, II **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly

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recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) AD, II **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) AD, II **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) AD, II **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) AD, II **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) AD, II **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) AD, II **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) AD, II **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) AD, II **Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training

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- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

Note: Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are required to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly recommended trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) AD, II **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle. Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

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The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) AD, II **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) AD, II **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

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16) AD, II **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) AD, II **Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) AD, II **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**

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- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;
2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;

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- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$27,100** (**20** slots for afterschool). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for

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the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire**.

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219
or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or

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monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval

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of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance

During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and

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amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:
Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

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Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.**_Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force

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Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or

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procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Archie Davis, II, CEO
Water Walkers
PO Box 128376
Nashville, TN 37212
615-956-5460

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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Grant contract between the Metropolitan Government of Nashville and Davidson County and **Water Walkers**, Contract #_____ July 1, 2025 – June 30, 2026

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
A026A8FD6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Water Walkers

By (Signature): Archie Davis, II

Authorized Officer Name: ARCHIE DAVIS, II

Title: CEO

Sworn to and subscribed to before me a Notary Public, this 9th day of May, 2025

Notary Public

BRAYHAM RAMOS ISLAS
STATE OF TENNESSEE NOTARY PUBLIC
SUMNER COUNTY

My Commission expires 12/22/26

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	Water Walkers	**CONTRACT # (Office Use):**			
PROGRAM NAME	Water Walkers After School Program	**START DATE:**	8/5/2025		
ADDRESS	P.O. Box 128376	**END DATE:**	5/21/2025		
CITY, STATE & ZIP	Nashville, TN, 37212	**CONTACT PERSON:**	Clint Bandy		
FEDERAL ID # (EIN)	81-1591053	**CONTACT TELEPHONE**	(940) 393-5955		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	$19,183.00	Program Coordinator- Salary $60,000 x (10/12) x 33% x 39.06% = $6,510.00; CEO- Salary $74,800 x (10/12) x 15% x 33% x 39.06%= $1,217.37; Program Assistant- $25/hr. x 952 hours x 33% x 39.06%= $3,098.76; Bus Driver- $29/hr. x 784.6 hours x 33% x 39.06%= $2,962.00; Youth Leaders- 8 leaders x $15/hr. x 345.24 hours per leader x 33%; x 39.06%= $5,393.97; **Key:** 33% to account for middle schoolers; 39.06% to account for NAZA's portion of funding; (10/12) to account for after school months; 15% to account for portion of CEO salary going to program budget		$29,924.73	Delek, Alliance Bernstein, Bell Construction, Amazon, First Horizon, HCA, Predators, Dettwiller, Metro Health Dept, Jackson Financial, Memorial Foundation, CFMT, Nissan Neighbors, Annual Event, Board Members, Individuals, and more...
Benefits and Taxes	$1,618.00	Taxes and payroll fees on aforementioned wages and salaries.		2,524.64	Same as above ^^^
Total Personnel Expenses	**$20,801.00**			**$32,449.37**	
Office Supplies	$0.00				
Communications	$0.00				
Postage and Shipping	$0.00				
Occupancy	$0.00				
Equipment Rental and Maintenance	$0.00				
Printing and Publications	$0.00				
Travel/Conferences & Meetings	$0.00				
Insurance	$1,078.00	Auto, General, property, workers comp		$1,681.87	Same as above ^^^
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$1,204.00	All program supplies (IXL licenses, computers, dry erase boards, markers, games, etc...) and meals and groceries		$1,878.90	Same as above ^^^
Transportation	$1,777.00	Gas, Repairs/maintenance, and monthly bus payment- Averages to a daily rate of $10.84/day (adjusted for middle school students only and NAZA's portion of funding)		$2,772.65	Same as above ^^^
Field Trips	$1,016.00	Outdoor Adventures, Field trips- Averages to a daily rate of $50.79/day (adjusted for middle school students only and NAZA's portion of funding)		$1,584.67	Same as above ^^^
Professional Fees/Enhancement partners	$1,094.00	Mental health professional- counselor ($25/hour x 336 hours x 33% x 39.06%)		$1,706.25	Same as above ^^^
Other Non-Personnel	$130.00	Training certifications, background checks		$202.11	Same as above ^^^
Indirect Cost	$0.00				
Total Non-personnel	**$6,299.00**			**$9,826.45**	
Afterschool sub-total	**$27,100.00**			**$42,275.82**	
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**			
Salaries and Wages	0.00	Number of staff x Number of hours and hourly rate charged to this grant or percentage of salary for each charged to this grant			
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant			
Total Personnel Expenses	**0.00**				
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number			
Insurance	0.00	Unit cost or % of total cost charged to this grant			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	Per youth average cost or cost per purchse type			
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating			
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class			
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed			
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.			
Total Non-personnel	**0.00**				
Summer sub-total	**0.00**				
TOTAL	**27,100.00**				
RECIPIENT	Archie Davis II				
AUTHORIZED SIGNATURE:	Archie Davis, II				
TITLE	CEO				
DATE	5/14/2025				

RESPONSE #22273 SUBMITTED ON 05/14/2025 09:40:11 AM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Water Walkers**

Programming Information

Days of Week of Afterschool Program	**5 days per week**

Edit section title

Afterschool site plan	**Community Site**
Please check box if planning summer programming	*No answer given*
Afterschool Program Name	**Water Walkers Afterschool Program**

Afterschool Programming

Name of Community Site Location	**Greater Bethel AME Church**
Address of Community Program Site	**1300 South Street, Nashville, TN 37212**

For Community Sites Only

Target School for Community Site	**Waverly Belmont Elemetary**
Target School for Community Site	**Carter Lawrence Elementary**
Target School for Community Site	**JT Moore Middle School**
Target School for Community Site	**Napier Elementary**
Number of youths targeted for site	**20**
3rd Party Transportation needed?	**No** 888

Signature

Archie Davis, II

Archie Davis, II

Name

2025-05-14 14:41:16 (UTC)

Date

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

John Cooper
MAYOR

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 President Ronald Reagan Way, STE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative
Name: Archie Davis, II
Title: CEO
Agency Name: WATER WALKERS
Date: 4/15/25

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name

February 2, 2023

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

_____
Signature of Authorized Representative
Name: Archie Davis, II
Title: CEO
Agency Name: WATER WALKERS
Date: 4/15/25

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 18 2017

WATER WALKERS
C/O CLINT BANDY
3609B CALDWELL CT
NASHVILLE, TN 37204-3805

Employer Identification Number:
81-1591053
DLN:
17053065338007
Contact Person:
ERIC KAYE ID# 31612
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
February 18, 2016
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

WATER WALKERS

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Stephen a. Martin

Director, Exempt Organizations
Rulings and Agreements

Letter 947

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

CHARTER
OF
WATER WALKERS

The undersigned persons, having capacity to contract and acting as the incorporator of a corporation organized under the Tennessee Nonprofit Corporation Act, as amended, adopt the following Charter for such corporation:

1. The name of the corporation shall be "Water Walkers."

2. The duration of the corporation is perpetual.

3. The street address of the registered office, the zip code of such office and the county in which the office is located is: 3609 B Caldwell Court, Nashville, Tennessee 37204, Davidson County. The name of the registered agent at that office is Clinton Bandy.

4. The street address of the principal office of the corporation in the State of Tennessee is: 3609 B Caldwell Court, Nashville, Tennessee 37204, Davidson County.

5. The name of the incorporator is Clinton Bandy, whose address is 3609 B Caldwell Court, Nashville, Tennessee 37204, Davidson County.

6. The incorporator shall elect the initial Board of Directors and shall take such other appropriate action incident to the organization of the Corporation.

7. The corporation is a nonprofit corporation.

8. The corporation is a public benefit corporation.

9. The corporation shall have no members.

10. The corporation is organized exclusively for the following religious, charitable, scientific, literary and/or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or any corresponding section of any future federal tax code (the "Code"):
    a. to develop community-based programs centered around water sports where at risk youth in the Nashville area will be exposed to and learn how to lead a better lifestyle through team-building and mentoring activities;
    b. to engage in other activities in furtherance of such purposes, and exercise any and all powers, rights, and privileges as may be authorized by the Charter of this Corporation and that are permitted to be carried on by an entity either (i) exempt from Federal income taxation under Section 501(c)(3) of the Code, or (ii) to which contributions are deductible under Section 170(c)(2) of the Code.

11. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause above. No substantial part of the activities of the corporation shall be the carrying on

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of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

12. Upon the dissolution of the corporation, after paying or making provision for the payment of all of the liabilities and obligations of the corporation, the assets of the corporation shall be distributed pursuant to a plan of distribution adopted by the board of directors, to such organization(s) organized and operated exclusively for religious, charitable, educational and scientific purposes as shall at the time qualify as an organization(s) exempt from federal income taxation under Section 501(c)(3) of the Code, or to the federal government, or a state or local government for a public purpose, as determined by the board of directors. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

13. Subject to paragraphs 10 and 11, full control and management over the activities and affairs of the Corporation shall be vested in the Board of Directors. The number and terms of directors of the Corporation shall be fixed by, or in the manner provided in, the Bylaws of the Corporation.

14. A director of the Corporation shall not be personally liable to the Corporation for monetary damages for breach of fiduciary duty as a director, except for liability (i) for any breach of the director's duty of loyalty to the Corporation, (ii) for acts or omissions not in good faith, or that involve intentional misconduct or knowing violation of law, or (iii) for unlawful distributions under T.C.A. § 48-58-304. If the Tennessee Nonprofit Corporation Act is amended to authorize corporate action further eliminating or limiting the personal liability of directors, then the liability of directors of the Corporation shall be eliminated or limited to the fullest extent permitted by the Tennessee Nonprofit Corporation Act, as so amended.

Dated this 14th day of February, 2017.

INCORPORATOR:

_____

Clinton Bandy

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

September 10, 2024

ARCHIE DAVIS
PO BOX 128376
NASHVILLE, TN 37212

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: WATER WALKERS
CO Number: CO29304
Renewal Date: 06/30/2025

Dear ARCHIE DAVIS :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024125939

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

CO Number: CO29304
Filed: 08/20/2024 03:50 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: WATER WALKERS
Legal entity type of the Organization: Corporation
Business Services Control Number: 000835226 **FEIN:** 81-1591053
CO Number: CO29304
Initial Registration Date: 06/17/2017 **Renewal Date:** 09/28/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established
Date: 02/18/2016 **Country:** USA **City/State:** NASHVILLE, TN

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
PO BOX 128376
USA, NASHVILLE, TN 37212

Contact Information for the Charitable Organization
Contact Name: ARCHIE DAVIS
Telephone Number: (615) 956-5460
Email: archie@waterwalkerstn.org **Website:** www.waterwalkerstn.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

P - Human Services

The charitable purpose of the organization

Water Walkers is a youth mentorship program based in Nashville, Tennessee serving inner city children ages 8-18. The program aims to build confidence and community among children who have limited exposure to the world beyond the boundaries of governmental housing. By bringing children outside these limitations and into the beauty of creation, Water Walkers exists to open a sense of wonder and inspiration in their lives.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Gross Revenue

Direct and Indirect Public Contributions	$ 277,697.00
Government Grants	$ 25,834.00
Program Service Revenue	$ 0.00
Special Events and Activities	$ 9,292.00
Gross Sales of Inventory	$ 0.00
Other Revenue	$ 22,959.00
Total Revenue	$ 335,782.00

Expenses

Total Program Expenses	$ 245,469.00
Direct Expenses from Special Events	$ 3,694.00
Cost of Goods Sold	$ 0.00
Management and General Expenses	$ 58,381.00
Fundraising Expenses	$ 20,558.00
Other Expenses	$ 1,714.00
Total Expenses	$ 329,816.00

Excess/Deficit For the Year (Total Revenue - Total Expenses)	$ 5,966.00

Changes in Net Assets/Fund Balances

Net Assets/Fund Balances at Beginning of Year	$ 48,498.00
Other Changes in Net Assets or Fund Balances	$ 0.00
Net Assets/Fund Balances	$ 54,464.00
Total Liabilities at End of Year	$ 119,204.00
Net Assets/Fund Balances at End of Year	$ 54,464.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Clint Bandy
926 Burchwood Avenue
Nashville, TN 37216, USA
Title(s): Custodian of Final Distributions, Director, President

Mark Steiner
1235 E Lincoln Street
Birmingham, MI 48009, USA
Title(s): Board Member

Tre Dunn
3200 Briarwick Drive
Nashville, TN 37218, USA
Title(s): Board Member

LESLIE BEESON-WALL
3609 B CALDWELL COURT
NASHVILLE, TN 37204
Title(s): Board Member

ALEX BERTELLI
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

LEANN MARROY
3609 B CALDWELL COURT
NASHVILLE, TN 37204
Title(s): Custodian of Contributions

ARCHIE DAVIS
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Chief Administrative Officer

GREG MORGAN
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): President

JANICE BANDY
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): President

AMBER BANDY
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Secretary

TARA ARIOLA
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Treasurer

CINDY COLLINS
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

GRETA GAINES
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

LINDSEY HARGIS
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

LAWRENCE JOHNSON
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

MIA KELLER
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

THOMAS KINNARD
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

BOB LAFFERTY
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

EMMIT MARTIN
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

BRYSON MCCARLEY
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

VINCENT PHAMVAN
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

LARRY RITCHIE

3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

KARINA ROVEY
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

BRANDON TAYLOR
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

MIKE TURNEY
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

MARCUS WHYBREW
3609 B CALDWELL COURT
USA, NASHVILLE, TN 37204
Title(s): Director

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: LeAnn Marroy **Date:** 08/20/2024

Title: Chief Fiscal Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Archie Davis **Date:** 08/20/2024

Title: Chief Administrative Officer

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 08/20/2024 **Invoice:** 2024-06503

Customer Information

ARCHIE DAVIS
WATER WALKERS
PO BOX 128376
NASHVILLE, 37212

Tracking Number	Description	Amount Paid
2024125939	CH Charitable Renewal	$ 10.00

Payment Details

Fee Total:	$ 10.00
Payment Total:	$ 10.00
Amount Due:	$ 0.00
Refunded Amount:	$ 0.00

Payment Method

Payment Type: eCheck
Check/Confirmation Number: 3880195223

903

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Water Walkers, Inc.

Financial Statements

December 31, 2024

Maria Donnell, CPA
Certified Public Accountant
Nolensville, Tennessee

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

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Independent Accountants Review Report

Water Walkers, Inc.
Nashville, Tn

I have reviewed the accompanying financial statements of Water Walkers (a nonprofit organization), which comprise the balance sheet as of December 31, 2024 and the related statement of income and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Maria Donnell, CPA

Maria Donnell, CPA
01/30/2025

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Water Walkers

Statement of Financial Position

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash on hand	0.00
First Citizens Bank Checking (8614)	11,105.08
Pinnacle Checking (7879)	354.96
Pinnacle Checking (9317)	13,145.59
Total Bank Accounts	**$24,605.63**
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	**$0.00**
Other Current Assets	
Grant Receivable	0.00
Uncategorized Asset	0.00
Undeposited Funds	0.00
Total Other Current Assets	**$0.00**
Total Current Assets	**$24,605.63**
Fixed Assets	
Accumulated Depreciation	-29,667.60
Bus	8,400.00
Machinery & Equipment	549.99
Vehicles	152,173.55
Total Fixed Assets	**$131,455.94**
TOTAL ASSETS	**$156,061.57**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	2,062.50
Total Accounts Payable	**$2,062.50**
Other Current Liabilities	
First Citizens Bank LOC	49,998.61
Loan	0.00
Payroll Liabilities	0.00
Total Other Current Liabilities	**$49,998.61**
Total Current Liabilities	**$52,061.11**

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Water Walkers

Statement of Financial Position

As of December 31, 2024

	TOTAL
Long-Term Liabilities	
Pinnacle Boat Loan	110,527.20
Pinnacle Bus Loan	6,364.90
Total Long-Term Liabilities	**$116,892.10**
Total Liabilities	**$168,953.21**
Equity	
Opening Balance Equity	0.00
Retained Earnings	51,079.05
Net Revenue	-63,970.69
Total Equity	**$ -12,891.64**
TOTAL LIABILITIES AND EQUITY	**$156,061.57**

Water Walkers

Statement of Activity

January - December 2024

	TOTAL
Revenue	
Revenue	
Corporate	40,361.94
Events	2,000.35
Foundation	61,272.62
Government	12,666.64
Grants	71,666.64
Groundswell	35,835.78
Major Donors	77,400.00
Membership	41,859.05
Miscellaneous Revenue	1,553.85
Total Revenue	**344,616.87**
Total Revenue	**$344,616.87**
GROSS PROFIT	**$344,616.87**
Expenditures	
Administrative Expenses	
Bank Fees & Service Charges	2,942.94
Conferences/Meetings	36.00
Dues & Subscriptions	100.00
Interest Expense- LOC	2,638.39
Interest Expense- PPP loan	0.00
Postage & Shipping	367.67
Total Administrative Expenses	**6,085.00**
Advertising	564.02
Auto Expenses	
Fuel	4,571.17
Interest- Van Loan	1,080.80
Repairs/Maintenance	9,054.93
Total Auto Expenses	**14,706.90**
Boat Expenses	942.11
Equipment	4,092.68
Fuel	3,335.00
Interest Expense- Boat Loan	8,555.28
Repairs/Maintenance	2,668.77
Storage	9,203.40
Total Boat Expenses	**28,797.24**
Depreciation Expense	8,307.36
Development	
Event Expenses	18,200.19
Printing/Marketing	2,016.25
Total Development	**20,216.44**

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Water Walkers

Statement of Activity

January - December 2024

	TOTAL
Independent Contractors	
Accounting	10,635.00
Audit & Tax Preparation	1,541.00
Fundraising/Development	28,244.70
Grantwriter	6,764.00
Misc/Other	100.00
Program Contractors	2,590.87
Total Independent Contractors	**49,875.57**
Insurance	
Boat	11,813.00
Directors & Officers	468.00
General Liability	2,381.13
Van, General Liability, Property	4,727.65
Workers Comp	1,752.84
Total Insurance	**21,142.62**
Marketing	367.08
Meals & Entertainment	92.35
Occupancy	
Rental space	2,890.00
Total Occupancy	**2,890.00**
Office/Admin	1,015.04
Licenses & Permits	584.72
Office Supplies	38.03
Telephone/Internet	1,702.00
Total Office/Admin	**3,339.79**
Payroll	
Payroll Fees	1,765.83
Payroll Taxes	16,115.37
Wages	153,241.25
Wages Leadership	45,061.25
Total Payroll	**216,183.70**
Program Expenses	
Basic Needs	453.34
Equipment	-393.31
Meals/Groceries	10,247.39
Mental Health Program	2,262.00
Outdoor Adventure	4,069.09
Supplies	12,222.66

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Water Walkers

Statement of Activity

January - December 2024

	TOTAL
Training & HR	55.00
Trainings & Certifications	2,672.89
Total Training & HR	**2,727.89**
Total Program Expenses	**31,589.06**
Software & IT	4,349.83
Total Expenditures	**$408,506.96**
NET OPERATING REVENUE	**$ -63,890.09**
Other Expenditures	
Boat Rental Expenses	80.60
Total Other Expenditures	**$80.60**
NET OTHER REVENUE	**$ -80.60**
NET REVENUE	**$ -63,970.69**

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Water Walkers
Notes to Financial Statements
December 31, 2024

1. Summary of significant accoun ng policies

Basis of Accounting
The financial statements are prepared in conformity with generally accepted accoun ng principles in the United States of America (GAAP).

Nature of Operations
Water Walkers uses the transformative power of watersports, outdoor adventure, and education to help youth in Nashville walk on the rough waters of life. The company is primarily funded through Membership Fees, though there are also donations, sponsorships, and grants.

Tax Exempt Status
The Company is tax exempt under Internal Revenue Code 501(c)(3) for Federal income tax purposes.

Use of Estimates
Management does not use estimates in the preparation of its financial statements, instead using actual amounts.

Balance Sheet Classification
A one-year period is used as the basis for classifying all current assets and liabilities.

Grants Receivable
Grants receivables are stated at the amount management expects to collect based upon pledged amounts.

Accounts Payable
Accounts payable are stated at the amount owed. The amounts are payable to the company's vendors.

2. Property, Plant and Equipment

Property and equipment are stated at cost. Depreciation is stated using the straight-line method over the estimated useful lives of the equipment. Expenditures for repairs and maintenance are charged to expense as incurred.

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Property, Plant and Equipment	$ 161,123.54
Accumulated Depreciation	(29,667.60)
Net Property, Plant and Equipment	$ 131,455.94

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This afterschool opportunity is funded by NAZA

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X)** NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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GRANT CONTRACT
BETWEEN THE METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY
AND
ROCKLIFE YOUTH

This Grant Contract issued and entered into by and between the Metropolitan Government of Nashville and Davidson County, Nashville Public Library ("Metro") on behalf of Nashville After Zone Alliance (NAZA), and **Rocklife Youth,** ("Recipient"), is for the provision of free and high-quality afterschool programs, as further defined in the "SCOPE OF PROGRAM". The Recipient's annual report and audit are incorporated herein by reference.

A. **SCOPE OF PROGRAM:**

A.1. **Schedule and Content**

NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. *NAZA-funded programs may choose to offer longer programs.*

Please note that NAZA-funded programs will not begin before Labor Day due to unavailability of MNPS transportation.

*NAZA-funded summer program with **Rocklife Youth** will occur between July 1-31, 2025 and/or June 1-30, 2026. (not applicable to organizations not providing summer programming)*

NAZA-funded activities should support youths' physical, social, emotional, cognitive and academic skills development, help them build purpose through learning, and have relevance to their real-life experiences. Throughout the program day, staff should intentionally infuse opportunities for youth to read, write, speak, and listen as well as allocate time for community building and reflection. When possible, programs should consider encouraging youth to be part of activity design or leading to enable them practice leadership skills. Each day should begin with check-in and snack/meals (when in person). Additional activities may be offered by the NAZA funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

A typical program day should focus to creatively combine:

- School day supports (reading, homework, etc.)
- Enrichments (e.g. arts education; STEAM engineering challenges, service learning, etc.) reflecting youth voice and choice and have a learning focus, either provided by program staff or external enrichment partners.
- Focus on youth's skill building, in line with Nashville's Vision for Holistic Youth Development (curricula with activities will be available for individual skills).
- Other Experiences (e.g. physical activity, health and wellness, mental health, healthy eating activities, team games with rules, career exploration, field trips and other age-appropriate developmental activities.) that offer fun, support team and relationship building and foster holistic youth development.
- Youth-led activities or projects if the Recipient chose to apply and was awarded additional (up to $1000) for youth-led projects. The Recipient must follow NAZA's Rocklife YouthYIA guidance for

youth leadership along with other best practices and consult with NAZA team members (YIA Coordinator and/or Partnerships Manager) for the best results.

- NAZA funds should not in any shape or form be related to any religious content or affiliation. NAZA-funded programs should not proselytize during their regular programming time, nor should youth be accepted or denied based on their religious affiliation or commitment to engaging in any type of religious activities before or after NAZA programming time.

- While we encourage using various learning software and educational games to enhance youth learning, we strictly prohibit enabling access to any video games that include violence, shooting or other unwanted behaviors, especially those rated M for Mature, are of solely entertainment purposes during NAZA-funded time. Programming time should focus on young people's development.

Each after-school programming day should begin with check-in and a snack or meal. Additional activities may be offered by the funded partner outside of this timeframe at the partner's expense, with no cost to youth and their families.

The Recipient must ask parents and youth (who are not participating in sports) to commit to attend regularly, on an on-going basis when program is in session, for both fall and spring semesters. **Only youth who have returned a fully completed enrollment form may participate in NAZA-funded programs**.

B. SCOPE OF PROGRAM

The Recipient will expand youth development opportunities, during regular and after school hours, for youth ages 13 - 18 attending Johnson and W. A. Bass Learning Centers. The programs will focus on building positive youth development skills and consider interests of young people to assist the transition to zone schools to prevent ALC recidivism, help build positive character, narrow the learning gap and connect youth to college and career opportunities.

The grant contract will support a program for the 2025-2026 school year with the Recipient committing to prioritizing 9th and 10th grade students in:

1. Designing a mentorship structure with a plan of action for each individual student enrolled;
2. Meeting each student between two to four hours per week. (At least one hour at school site; one hour off-site);
3. Assigning one adult to coach and mentor four young people individually;
4. Connect with and involve families in the creation of student individual plans;
5. Providing continued mentorship when student returns to zone school;
6. As needed, collaborating with the Metro Nashville Juvenile Justice Center.

B.1. Schedule and Content

Services for youth attending Johnson and W. A. Bass Learning Center

The recipient will provide at least one mentor per three to five students, a group of youth offering positive peer-to-peer connections and influence, and monthly group outings. The Recipient will create individually specific short- and long-term goals tailored by both mentor and mentee that could be utilized throughout their high school journey.

The Recipient will coach students on positive engagement with peers and school staff and maintain consistent contact with all stakeholders to ensure students are engaging in constructive and productive behaviors. As needed, the Recipient will set up mediation meetings to facilitate restorative justice and accountability procedures for all parties, along with teaching youth to advocate their wants and needs in a

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positive manner. Additionally, the Recipient will provide youth activities to support and encourage self-confiderice, respect, the sense of belonging, and purpose.

Among these afterschool programming activities, conversations related to gang and gun-violence, along with other prevention education and Nashville's Vision for Holistic Youth Development will be included in the core framework of the Recipient's afterschool curriculum (see Appendix 1 for more details).

Requirements for Programming

By initialing each item below, Recipient agrees to the following:

1.__CR__ **Supervision:** Recipient commits to maintaining a staff: youth ratio not to exceed 1:15 at all times by establishing and maintaining a mechanism for substitutions. Youth will be supervised at all times by program staff.

2**.** __CR__ **School Relationships:** Recipient will be actively involved in communicating and collaborating with schools to enhance youth learning. They will participate in planning meetings with school principals and staff, including Community Achieves staff to help meet school outcomes and to track youth progress. Program staff will also meet with principals and school staff when needed or possible to address strategies for program recruitment, retention, and attendance tracking.

Recipient will receive space approval from school administration for programming.

3. __CR__ **Recruitment and Family Engagement:** Recipient is responsible for recruiting youth, leading program activities, and engaging in family outreach. Recipient will promote consistent participation/retention levels by contacting each family/youth before programming begins, whenever absences begin to develop a pattern, and to confirm an exit/withdrawal if appropriate. Recipient will serve at least 90% of the youth they projected to serve.

Youth with no afterschool options should be the first priority for enrollment in NAZA-funded programs. If spots are available, youth participating in school-sponsored athletics can choose to attend school athletics as a portion of their NAZA-funded program time if they can commit to partially (at least one hour per day) attend NAZA-funded programming and the program has more than one staff on site. Only students participating in at least one hour of programming can benefit from a snack/meal, learning time, and transportation home and counted towards the funded slots. Only youth who have returned a fully completed enrollment form, signed by parent/guardian, may participate.

4) __CR__ **Attendance:** Recipient commits to maintain daily attendance, updating the NAZA attendance tracking tool (Salesforce) on a weekly basis (daily direct attendance taking in the Salesforce is strongly recommended); this requires a computer or any other device with internet access. Recipient staff will ensure that youth sign in with their given first and last name daily using the NAZA approved sign-in sheets to verify youth participation. The youth attendance reflected on the sign-in sheet/daily attendance log must match the attendance entered into the Salesforce platform.

Monthly attendance must be accurately updated in the Salesforce by the 2nd working day of each following month so that NAZA can report the attendance numbers to the Mayor's office accurately.

5) __CR__ **Meals/Snacks**: Recipient is required to provide healthy, prepackaged snack or meal options to youth every day of programming.

6) __CR__ **Experiential Activities:** Recipient is encouraged to engage external enrichment providers at least twice per semester to increase the diversity of appealing programming options for youth. Enrichment providers are individuals and organizations that offer enriching activities within the afterschool context. For

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example, they might include teaching artists, mentors, health educators, yoga and martial arts teachers, spoken word literacy teachers, or career exploration and life skills experts.

7) ___CR___ **System-Wide Meetings & Events**: Recipient is responsible for hosting at least 2 free, youth-led events during the 2025-2026 school year that 1) incorporate and highlight growth practices from Nashville's Vision for Holistic Youth Development and 2) that are open to the public to attend during the year, such as a fall and/or spring showcase, an open house, a visual or performing arts piece, a poetry reading or spoken word event, etc.

8) ___CR___ **Branding:** Recipient agrees to recognize NAZA as a funder by, displaying NAZA signs in program spaces, indicating NAZA is a funder on their website and adding NAZA's logo on their website, supporting NAZA through social media outlets, etc.

9) ___CR___ **Communication with NAZA:** Recipient will respond to requests from NAZA in a timely manner and provide requested documentation by the associated deadline. All staff changes must be communicated to the NAZA Operations Manager within 24 hours. *This includes staff leaving their positions: staff no longer with the program must be removed from the Salesforce platform by the NAZA Operations Manager in order to comply with FERPA guidelines.*

Any program experiencing challenges either with the host school or program site that threatens the continuity/further existence of the program, must immediately report the situation to NAZA and seek support in resolving the situation. A decision to close a program/site must be reported to NAZA immediately with documented reasons.

10) ___CR___ **Adding Staff to Data Management System:** Program staff without Salesforce authorization, such as site assistance, coordinators, etc. should have a contact page and included in the staff listing of NAZA's Data Management System, Salesforce.

11) ___CR___ **Partner Meetings:** Key staff and program directors from each NAZA-funded program site are expected to participate in the NAZA learning community by attending **Partner Meetings** four times during the school year. Meeting dates will be shared before the start of the school year.

12) ___CR___**Professional Development**:

For each NAZA -funded partner, the program director and all frontline staff working with youth are required to attend or complete several trainings. Please see below:

Program Directors and Site Managers are <u>required</u> to attend the following:

- NAZA Essential Operations training
- Introduction to Positive Youth Development (PYD) training
- At least two trainings on the Growth Practices.
- Program Quality Basics (PQA Basics) either in person or online (online version is available at the partner's expense if missed scheduled training offered by NAZA)
- Any training required by MNPS for staff working in school buildings will be made available to NAZA partner staff.

<u>Note:</u> Program Directors and Site Managers who have successfully completed PYD in the past are exempt from retaking. The NAZA Essential Operations training will be archived and accessible online, while Introduction to Positive Youth Development will be conducted multiple times annually. Returning Program Directors and Site Coordinators who have previously completed the PQA Basics or SEL PQA will only need to redo the training every 3 years. Choosing to take SEL PQA requires a prior completion of PQA Basics.

Program Directors and Site Managers <u>strongly recommended</u> trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

For each NAZA -funded partner, front-line and part-time staff working with youth are required to attend or complete several trainings. Please see the following for requirements:

Front-line and Part-time staff are <u>required</u> to attend the following trainings:

- Essential Operations training (only topics labeled and related to front-line and part-time staff)
- Positive Youth Development (new staff and staff who have not completed this requirement).
- Two (2) trainings on the Growth Practices

Front-line and Part-time staff strongly <u>recommended</u> trainings:

- Advanced Positive Youth Development
- Salesforce Student Management Systems
- Strategies for Employee Retention and Recruitment
- Any additional trainings offered to NAZA-funded partners supporting high-quality programming, as well as the achievement of their Program Improvement Plan. Returning site staff are encouraged to attend additional trainings that will support the program's continued quality improvement.
- Attend at least three professional development opportunities, in addition to other require trainings, either in-person or online, from the following: Weikart online trainings, Exploring Data Training, NAZA's Learning Management System (LMS), or NAZA Learn, Engage, Develop (L.E.D.) Conference.

13) CR **Evaluation Tools:**

All program directors/managers and site coordinators of NAZA-funded programs will participate in the **Program Quality Improvement (PQI)** cycle**.** Self-assessments will be required for both fall and spring semesters. External assessments may be scheduled per need and availability of external assessors.

The **Youth Program Quality Improvement (YPQI)** cycle **is** comprised of the following quality improvement activities, offered at no cost to Partners:

a) **A baseline self-assessment** utilizing the Youth Program Quality Assessment (YPQA) or Social-Emotional Learning Program Quality Assessment (SEL PQA) tool. Program staff conduct pre-self-assessment of their program and enter results in YPQI's Scores Reporter.

b) Developing and uploading a **Program Improvement Plan** based on the results of all available YPQA or SELPQA assessment tools (i.e. self-assessments, external assessments, and Leading Indicator Survey results). .

c) **A follow-up YPQA/SEL PQA self-assessment at the end of the school year,** also entered into Scores Reporter, and planning for the following fall semester based on the results of this assessment.

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d) An external assessment will be conducted by assessors trained by Weikart Center every three years for returning partners unless otherwise requested. For new partners one external assessment will be conducted annually for the for the first three years.

e) The two assessments are reviewed to develop an understanding of how well the program is performing with regard to NAZA Quality Standards.

f) Additionally, NAZA-funded partners are required to administer YPQI's **Leading Indicators Survey, Youth** annually in the spring semester to youth enrolled at each site to capture youth experience with the program.

g) NAZA-funded partners are required to administer YPQI's as **Leading Indicators Survey, Staff** annually in the spring semester to capture the experiences of staff with the program.

h) NAZA-funded partners are also required to administer YPQI's **Leading Indicators Survey, Managers** annually in the spring semester to capture the experiences of administrators with the program.

i) NAZA-funded partners are also required to provide access to YPQI's **Leading Indicators Survey, Family** annually in the spring semester to attempt to capture the experiences of parents and guardians of youth in the program.

j) NAZA partners will have access to **students' school data** through the **data-sharing agreement** between NAZA/NPL and MNPS. Partners will be required to attend two trainings as soon as they become available on: 1) Responsible use of data, and 2) Understanding the academic data.

k) Partners will be required to sign the **data-sharing sub-agreement** (to be attached to the contract) of this document and adhere to all requirements under that document so that they can have access to student data.

14) _____ **Youth Survey:** Recipient is required to administer a one-time **Leading Indicator Survey, Youth** to enrolled youth at each site in the spring semester.

15) _____ **Staff Survey (Director/Manager and Staff):** Recipient is required to administer a one-time **Leading Indicator Survey, Staff** by program staff the spring semester.

16) _____ **Family Survey:** Recipient is required to provide families access to a one-time **Leading Indicator Survey, Family** by program administrators the spring semester.

17) _____**Compliance with MNPS Requirements:** Programs offered at participating Metro schools will operate in full compliance with MNPS requirements, including covid-related procedures, liability insurance, criminal background checks, non-discrimination, ADA, and other related standard Metro requirements, confidentiality of student records per FERPA, operation as a non-profit, and transportation policies (as appropriate).

18) _____ **Youth in Action Project Funding (If applicable): The** Recipient is required to establish and attend scheduled meetings – in-person or virtual – with NAZA Youth In Action staff. The Recipient must create conditions for youth-led projects and activities and provide project details and photographic proof of such activities in the NAZA end of the year narrative report. The Recipient also understands if proof of a youth-led project is not provided, the allotted funding will be subtracted from the final funding disbursement.

Operational Policies:

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The Recipient will operate in full compliance with the following policies and maintain relevant documentation to verify compliance with the policies. The Recipient agrees to:

- Maintain an active 501(c)(3) registration unless the applicant is a public entity.
- Maintain up-to-date certificates verifying the following insurance: commercial general liability, sexual/abuse/sexual harassment, automobile liability (if applicable) and professional liability insurance with limits not less than one million dollars each occurrence. The Recipient shall provide an updated certificate of insurance upon expiration of the current certificate.
- Nondiscrimination, which precludes Recipient from discriminating on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission, access to, or operation of programs, services, or activities. Note that Metro does not discriminate on the basis of race, religion, creed, gender, gender identity, sexual orientation, national origin, color, age, and/or disability in admission to, access to, or operation of programs, services, or activities. Metro does not discriminate in hiring or employment practices.
- Follow MNPS operating procedures on verification of criminal background checks on all program staff and volunteers. On school grounds, the MNPS criminal background check contractor shall be used for employees. As long as there is no break in service with the agency, staff will not be required to be fingerprinted yearly. If there is any break in service at all, or if they must go through a rehiring process, they are required to complete a background check including fingerprinting.
- Ensure that all educational records created, disclosed or maintained pursuant to the terms of this contract are confidential and shall be created, disclosed and maintained pursuant to the provisions of the Family Educational Rights and Privacy Act (20 U.S.C.A. s #1232g), its regulations and Board of Education policy.
- Appropriately spend Metro dollars, document the spending, and follow Metro guidelines for allowable costs. Recipient is responsible for properly documenting the spending under their contracts, organizing the documentation separately by year, and storing that documentation for three years for auditing purposes. The documents must be readily available for a Metro Audit.
- Meet NAZA's Minimum Quality Standards **(see Annex 4)** and maintain relevant documentation to verify compliance with the policies.
- Meet the 2025-2026 Performance Indicators specific to the Recipient **(see Annex 6).**
- **Maintain accurate youth enrollment forms (Annex 7) and ensure that all youth have enrollment forms signed before they accept a youth into their program.** Enrollment forms, as well as evidence to back up outputs and outcomes cited in narrative reports, must be maintained by the Recipient and stored for three years for auditing purposes. The documents must be readily available any time that the Metro requests them, including as part of an Audit.

  Enrollment forms must be fully completed and accurate. Forms should include legitimate first and last names youth, their birthdates, student ID numbers, names of legal guardians and emergency contacts, and accurate addresses, phone numbers, e-mails and medical information (as needed) among other information pieces.

In summary, the Recipient will commit to the following:

1. Delivering quality afterschool (and summer, if chosen) programming for the fall and spring semesters in locations identified in Annex 8, aligned with MNPS scheduling;

2. Submitting daily attendance using the NAZA attendance tracking tool, keeping all data updated on a weekly basis, along with all supporting documentation. Ensure monthly attendance updates are in the system by the second working day of each month;
3. Serving at least 90 percent of the number of youth the Agency projected to serve for the 2025-2026 school year and summer, reflecting ongoing youth recruitment activities, engaging programming, and strong communications with the school community; and
4. Full implementation of program quality requirements, including administration of the youth survey.

Violation or breach of this scope may result in Corrective Action. Continued violation could result in termination of the contract.

A.2. The Recipient must spend these funds consistent with the Grant Budget, attached and incorporated herein as **Annex 3.** The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to **documented residents of Davidson County**. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. The Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

B. **GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will be twelve (12) months, commencing on July 1, 2025, and ending on June 30, 2026. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

B.2. **Grant Extension.** This grant may be extended by 12 months, not to exceed 60 months (with 12-month terms each time upon annual approval/availability of NAZA funds).To be considered for extension, the Recipient must meet the following conditions:

- NAZA- funded partner for 5 years with no contract disruption or corrective action plan within the past 12 months;
- Exhibit low risk on Metro Risk Assessment tool,
- Present annual audit covering the past 12 months, as of April 20 of the current year
- Pass annual compliance checks,
- Meet performance indicators set in the contract.

Upon meeting all of the criteria above a grant contract extension may be offered annually through a contract amendment process.

C. **PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed **$403,025** (**155** slots for afterschool, **75** slots for summer, and youth-led activities). The Grant Budget will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Recipient.

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Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Use of Funds.** NAZA funds may be used for educational purposes only; organizations funded by NAZA must not promote religious practices nor proselytize during programming time. Such activities may be offered by funded partners outside of their NAZA-funded program time. However, MNPS transportation and other NAZA resources will not be available, and youth who do not wish to participate must not be penalized in any way.

C.3. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Budget and reconciliation reports, not to exceed the maximum liability established in Section C.1.

The Recipient can expect to receive three payments during the contracted year. Each payment will be received no later than 30 days from the invoice date of the finalized and NAZA approved statement.

The Recipient must provide accurate and timely recording of programming sessions and student attendance in the NAZA Data Management System, Salesforce, before the second and third payments are processed. Daily student sign-in sheets (paper and digital) must be maintained as backup documentation to support the entries.

The first invoice may include up to 50% of the total awarded amount as an advance request to enable programs to procure necessary supplies for beneficiary youth and hire qualified staff to enable proper programming from the beginning of the year.

The first invoice will be processed after the contract is filed with Metro Clerk and within 30 days from the date of the finalized and approved invoice receipt by NAZA.

The second invoice of up to 40% of the total awarded amount will be processed as the second advance for the Spring semester and may be reduced based on the actual expenditure of the program from the first two quarters. The invoice must be submitted by January 15th along with the second scheduled expenditure report.

The third and final invoice of up to 10% of the total awarded amount is a reimbursement based on annual reconciled expenses and will be processed upon the receipt of the year-end narrative and expenditure reports due July 10th, 2026 This final payment will equal the total actual spending for the contract year and cannot exceed the approved awarded amount. **Any invoice for 2025-2026 year not received by the deadline date will not be processed and all remaining grant funds will expire**.

Same invoicing terms apply to organizations receiving funds for summer only.

All actually reported expenditures must have backup documentation filed at the recipient organization for Metro Audit (See Metro Non-profit Grants Manual for details on backup documentation)

If the contract is terminated earlier or any funds remain unspent based on the reports, the unspent amount will be returned to Metro.

The Recipient must send all invoices to:

Nashville After Zone Alliance
615 Church St,
Nashville, TN 37219

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or email to Teriz.Fahmy@nashville.gov

C.4. **Reporting**

Expenditure Report. All Recipients will submit quarterly expenditure reports. Report templates will be provided by NAZA.

All grantees must submit expenditure reports four times a year to reconcile grant receipts with grant revenues. NAZA will monitor fund recipients for compliance with reporting requirements. Failure to comply with the reporting requirements would constitute a violation of the grant contract.
The expenditure reports format is shown on Annex 2 attached to this contract. The quarterly expenditure reports are due on the October 15, 2025, January 20, and April 15, and July 10, 2026.

The exception are the organizations receiving summer funds only. Those partners will submit reports from quarters one and four if programming both in July 2025 and June 2026. No expenses will be allowed for quarters two and three.

In addition to the report, the Recipient may receive a request to provide backup financial documentation such as general ledger, payroll information, and other documents supporting expenses from NAZA team for financial monitoring purposes.

Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

Program/narrative Report
All grantees must submit narrative report once a year to explain how the grant has been used on behalf of the citizens of Davidson County. The report is due on July 10, 2026.

Failure to comply with the program reporting requirements would constitute a violation of the grant contract. NAZA will provide the template during the year.

C.5. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.6. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

C.7. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.

C.8. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Budget.

C.9. **Electronic Payment**. Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.

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D. **STANDARD TERMS AND CONDITIONS**:

D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.

D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.

D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant Contract. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.

D.4. **Termination—Notice.** Metro may terminate this Grant Contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the Recipient. Metro shall give the Recipient at least thirty (30) days written notice before the effective termination date.

D.5. **Termination –Funding.** This Grant Contract is subject to the appropriation and availability of local, State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, Metro shall have the right to terminate this Grant Contract immediately upon written notice to the Recipient. Upon receipt of the written notice, the Recipient shall cease all work associated with this Grant Contract on or before the effective termination date specified in the written notice. Should such an event occur, the Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the effective termination date. The Recipient shall be responsible for repayment of any funds already received in excess of satisfactory and authorized services completed as of the effective termination date.

D.6. **Subcontracting.** The Recipient may not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

D.7. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work completed or performed relative to this Grant Contract.

D.8. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three

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(3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Non-Profit Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.

D.10. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.

D.11. **Narrative Reporting.** The Recipient must submit a Year-End Program Report, to be received by July 10th. Said report shall detail the outcome of the activities funded under this Grant Contract.

D.12. **Financial Reporting.** The Recipient must submit quarterly expenditure report for the 2025-2026 programming year to reconcile grant receipts with grant revenues. Reports must be received no later than October 15, January 20, April 15 and July 10 of FY '26 (July 1, 2025 – June 30, 2026).

D.13. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.

D.14. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract. **All types of insurances below are required.**

D.14.1 Proof of Insurance
During the term of this Contract, for any and all awards, CONTRACTOR shall, at its sole expense, obtain and maintain in full force and effect for the duration of this Contract, including any extension, the types and amounts of insurance identified below by a checked box. Proof of insurance shall be required naming METRO as additional insured and identifying the Purchase Order on the Acord document.

D.14.2 General Liability Insurance
In the amount of one million ($1,000,000.00) dollars

D.14.3 Automobile Liability Insurance
In the amount of one million ($1,000,000.00) dollars (if vendor will be making on-site deliveries)

D.14.4 Worker's Compensation Insurance
With statutory limits required by the State of Tennessee or other applicable laws and Employer's Liability Insurance with limits of no less than one hundred thousand ($100,000.00) dollars, as required by the laws of Tennessee (Not required for companies with fewer than five (5) employees).

D.14.5 Sexual Molestation and Abuse Insurance
In the amount of one million ($1,000,000.00) dollars.

D.14.6 Such insurance shall:

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Contain or be endorsed to contain a provision that includes METRO as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

For any claims related to this agreement, CONTRACTOR'S insurance coverage shall be primary insurance as respects METRO, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering METRO, its officials, officers, employees, and volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

Automotive Liability Insurance including vehicles owned, hired, and non-owned. Said insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes METRO, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of CONTRACTOR.

Worker's Compensation (if applicable), CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance. CONTRACTOR shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by CONTRACTOR'S workers' compensation insurance coverage.

D.14.7

Prior to commencement of services, CONTRACTOR shall furnish METRO with original certificates and amendatory endorsements affecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to:

DEPARTMENT OF LAW
INSURANCE AND RISK MANAGEMENT
METROPOLITAN COURTHOUSE, SUITE 108
PO BOX 196300
NASHVILLE, TN 37219-6300

Provide certified copies of endorsements and policies if requested by METRO in lieu of or in addition to certificates of insurance.

Replace certificates, policies, and/or endorsements for any such insurance expiring prior to completion of services. Maintain such insurance from the time services commence until services are completed and attach the certificates of insurance in the METRO system. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by METRO as a material breach of contract.

Place such insurance with insurer licensed to business in Tennessee and having A.M. Best Company ratings of no less than A-. Modification of this standard may be considered upon appeal to the METRO Director of Risk Management Services.

Require all subcontractors to maintain during the term of the agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Worker's Compensation/Employers Liability insurance (unless subcontractor's employees are covered by CONTRACTOR'S insurance) in the same manner as specified for CONTRACTOR. CONTRACTOR shall file subcontractor's certificates of insurance in METRO's system.

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Any deductibles and/or self-insured retentions greater than $10,000.00 must be disclosed to and approved by METRO prior to the commencement of services.

If the CONTRACTOR has or obtains primary or excess policy(ies), there shall be no gap between the limits of the primary policy and the deductible features of the excess policies.

D.15. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.

D.16. **Independent Contractor.** Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

D.17. **Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.
(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.18. **Force Majeure.** "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party. Except as provided in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a breach under this Grant Contract. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.19. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.20. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

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D.21. **Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.22. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.23. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

D.24. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.

D.25. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.

D.26. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below <u>or</u> to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

For contract-related matters:
Nashville Public Library
NAZA Communications Manager
615 Church Street
Nashville, TN 37219
(615) 862-5894

For inquiries regarding invoices:
Nashville Public Library
NAZA Procurement Officer
615 Church Street
Nashville, TN 37219
615-862-5800 ext. 73731

Recipient

Caleb Rogan, Executive Director
Rocklife Youth
1304 Dickerson Pike
Goodlettsville, TN 37072
615-243-7355

D.27. **Lobbying.** The Recipient certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

D.28. **Certification Regarding Debarment and Convictions.**

a. Recipient certifies that Recipient, and its current and future principals:

i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;

i. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;

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ii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

iii. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.

b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

D.29. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

Annexes

The following annexes constitute part of this contract:

Annex 1 – Metro Invoice Template

Annex 2 – Expenditure Report Template

Annex 3 – Budget

Annex 4 – Minimum Standards for NAZA funding

Annex 5 – Partner Data-Sharing Sub-Agreement

Annex 6 – Performance Indicators

Annex 7 – Enrollment forms

Annex 8 – Program site/s

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Grant contract between the Metropolitan Government of Nashville and Davidson County and **Rocklife Youth**, Contract #_____ July 1, 2025 – June 30, 2026

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Tessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Rocklife Youth

By (Signature): Caleb Rogan

Authorized Officer Name: Caleb Rogan
Title: Executive Director

Sworn to and subscribed to before me a Notary Public, this 14th day of May, 2025

Notary Public
Judy C Magill

JUDY C MAGILL
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY
MY COMMISSION EXPIRES MAY 03, 2027

My Commission expires May 03, 2027

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Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	Rocklife Youth	**CONTRACT # (Office Use):**	
PROGRAM NAME	Rocklife Youth	**START DATE: July 1, 2025**	
ADDRESS	1304 Dickerson Pike	**END DATE: June 20,2026**	
CITY, STATE & ZIP	**Goodlettsville TN 37072**	**CONTACT PERSON Caleb Rogan**	
FEDERAL ID # (EIN)	99-0711828	**CONTACT TELEPHONE**	(615) 243-7355

COST CATEGORIES	TOTAL BUDGET REQUEST	BUDGET EXPLANATION/DETAILS	OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA	Grantor name
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**		
Salaries and Wages	95,000.00	$25,840 is allocated to the Executive Director for oversight of the 28-week program. $7,560 is allocated to the Operations Manager, who works 2 hours per day at $27/hour. The remaining $61,600 funds 11 program workers at $20/hour for 10 hours per week. This structure prioritizes fair staff pay while maintaining program leadership within budget.	$5,000 / CFMT	
Benefits and Taxes	12,938.00	allocated for taxes and healthcare benefits, including employer payroll taxes (FICA, FUTA, SUTA) and a modest healthcare allowance. (majority of staff will be 10-99 workers).		
Total Personnel Expenses	**107,938.00**			
Office Supplies				
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Communications	3,500.00	includes a company cellphone plan, internet services, and other communication tools essential for program coordination and staff connectivity.		
Occupancy	1,700.00	allocated for rental occupancy, covering shared facility usage, utilities, and space-related costs necessary for program operations.		
Equipment Rental and Maintenance	1,500.00	$2,000 is allocated for equipment and rental, including temporary rental of technology or furniture needed for program delivery.		
Printing and Publications	500.00	Social media and printed ads for program recruitment.		
Travel/Conferences & Meetings	5,000.00	allocated for travel and conferences, covering staff transportation, lodging, meals, and registration fees for professional development, trainings.		
Insurance	600.00	insurance and liability for program		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	66,000.00	Includes curriculum supplies for literacy, math, and STEM activities; licenses for educational software and digital learning tools; and costs for enrichment programming such as art, dance, music, and theater workshops. Funds also support the purchase of board games, sports equipment, and outdoor recreation materials to enhance physical activity at afterschool site. A significant portion is allocated to providing daily meals and snacks for approximately 150 children over 28 weeks, ensuring all participants receive consistent, nutritious food during program hours.	$3,000 / Dollar general	
Transportation	0.00	Daily rate, number of days separated by afterschool and summer (if applicable)		
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating		
Professional Fees/Enhancement partners	24,000.00	enhancement partners, supporting 80–120 sessions at $200–$300 per session for specialized enrichment in arts, fitness, and mentoring.		
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**102,800.00**			
Afterschool sub-total	**210,738.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	81,000.00	The Executive Director receives a flat salary of $35,000. Two Assistant Directors work approximately 6 hours per day at $25/hour for the duration of the program, totaling $12,000. The remaining $34,000 funds six staff members working approximately 7 hours per day at $20/hour.	$12,000 / Power Youth	
Benefits and Taxes	2,000.00	allocated for payroll taxes and basic benefits, including FICA, FUTA, SUTA, and a small healthcare allowance for summer staff (majority of staff will be 10-99 workers).		
Total Personnel Expenses	**83,000.00**			
Office Supplies	1,500.00	$1,500 is allocated for printers, including printing materials, pens, paper, folders, binders, and other administrative essentials.		
Communications	600.00	includes a company cellphone plan, internet services, and other communication tools essential for program coordination and staff connectivity.		
Postage and Shipping		Estimated unit number and unit cost or % of total cost charged to this grant		
Occupancy	2,400.00	allocated for rental occupancy, covering shared facility usage, utilities, and space-related costs necessary for program operations.		
Equipment Rental and Maintenance	3,000.00	allocated for equipment and rental, including temporary rental of technology or furniture needed for program delivery.		
Printing and Publications	600.00	Social media and printed ads for program recruitment.		
Travel/Conferences & Meetings	22,287.00	allocated for youth transportation, travel and conferences, covering staff transportation, lodging, meals, and field trip travel, trainings.		
Insurance	2,000.00	insurance and liability for program		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	50,500.00	Includes curriculum supplies for literacy, math, and STEM activities; licenses for educational software and digital learning tools; and costs for enrichment programming such as art, dance, music, and theater workshops. Funds also support the purchase of board games, sports equipment, and outdoor recreation materials to enhance physical activity at summer site. A significant portion is allocated to providing daily meals and snacks for approximately 75 children over 8 weeks, ensuring all participants receive consistent, nutritious food during program hours.	$20,000 / MDHA	
Field Trips	24,000.00	allocated for 12 summer field trips, averaging $2,000 each to cover entry fees, meals, and supervision costs.		
Professional Fees/Enhancement partners	2,400.00	allocated for enhancement partners, funding approximately 80–120 sessions at $200–$300 per session for specialized enrichment in arts, STEM, fitness, and mentoring.		
Other Non-Personnel	0.00			
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan that will be acceptable for NAZA in line with Metro Grants Manual.		
Total Non-personnel	**109,287.00**			
Summer sub-total	**192,287.00**			
TOTAL	**403,025.00**			

RECIPIENT	Caleb Rogan		
AUTHORIZED SIGNATURE:			
TITLE	Executive Director		
DATE	5/15/2025		

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Your filter options have been applied.

RESPONSE #22332 SUBMITTED ON 05/19/2025 09:23:37 AM

NAZA Annex 8 - 2025-2026 Finalized Entries

Name of Organization	**Rocklife Youth**

Programming Information

Days of Week of Afterschool Program	**5 days per week**

Edit section title

Afterschool site plan	**Community Site,School Site**
Please check box if planning summer programming	**X**
Afterschool Program Name	**Rocklife Youth**

Afterschool Programming

Name of School Site Location	**Johnson ALC**
Address of School Program Site	**1200 2nd Ave S Nashville TN 37210**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**24**
Transportation needed?	**No**

Afterschool Programming

Name of School Site Location	**W.A. Bass Learning Center**

Address of School Program Site	**5200 Delaware Ave Nashville TN 37209**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**24**
Transportation needed?	**No**

Afterschool Programming

Name of School Site Location	**KIPP Academy Nashville**
Address of School Program Site	**123 Douglas Ave Nashville TN 37207**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**45**
Transportation needed?	**No**

Afterschool Programming

Name of School Site Location	**Strive Collegiate Academy**
Address of School Program Site	**3055 Lebanon Pike Hermitage TN 37214**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**24**
Transportation needed?	**No**

Afterschool Programming

Name of School Site Location	**KIPP College Prep Nashville**
Address of School Program Site	**3410 Knight Dr Nashville TN 37189**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**24**
Transportation needed?	**No**

Afterschool Programming

Name of School Site Location	**KIPP College Prep Antioch**
Address of School Program Site	**3661 Murfreesbro Pike Antich TN 37013**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**24**
Transportation needed?	**No**

Afterschool Programming

Name of School Site Location	**DuPont Tyler**
Address of School Program Site	**413 Tyler Dr Hermitage TN 37076**
School Partnership Level	**Renewing Partnership**
Number of youths targeted for site	**24**
Transportation needed?	**No**

Afterschool Programming

Name of Community Site Location	**Church On The Rock**
Address of Community Program Site	**1304 Dickerson Pike Goodlettsville TN 37072**

For Community Sites Only

Target School for Community Site	**Nashville Classical Charter School**
Number of youths targeted for site	**14**
3rd Party Transportation needed?	**No**

Summer Programming Information

Summer Program Name	**Rocklife Summer Camp**

Summer Programming Information

Edit section title

Name of Summer Site Location	**Strive Collegiate Academy**
Summer Location address	**3055 Lebanon Pike Hermitage TN 37214**
Number of summer youth targeted for site	**75**
Weeks of Programming	**8 weeks**
Days per Week of Summer Program	**5 days per week**
Hours per Day	**8 hours**
Programming Time Frame	**8AM-4PM**
Proposed months of Summer programming	**Both**

Signature

Caleb Rogan

Name

2025-05-19 14:23:57 (UTC)

Date

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: _____

Name: **Caleb Rogan**

Title: **Executive Director**

Agency Name: **Rocklife Youth**

Date: **4/18/2025**

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: _____

Name: **Caleb Rogan**

Title: **Executive Director**

Agency Name: **Rocklife Youth**

Date: **4/18/2025**

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Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

Date:
10/31/2024
Employer ID number:
99-0711828
Person to contact:
Name: Sairah Sajid
ID number: 5433247
Telephone: 877-829-5500
Accounting period ending:
June 30
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
December 13, 2023
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053419005674

ROCKLIFE YOUTH
1304 DICKERSON PIKE
GOODLETTSVILLE, TN 37072

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

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Karen Johnson Davidson County
Batch# 1081678 CHARTER
12/13/2023 04:10:30 PM 3 pgs
Fees: $7.00 Taxes: $0.00
20231213-0096397

FILED

ARTICLES OF ORGANIZATION OF ROCKLIFE YOUTH LLC

The undersigned natural person, acting as an organizer of **Rocklife Youth LLC** (the "**Nonprofit LLC**"), a nonprofit single member limited liability company organized under the Tennessee Revised Nonprofit Limited Liability Company Act, Tennessee Code Section 48-101-801, et seq. (the "**Act**"), hereby adopts the following Articles of Organization:

1. The name of the Nonprofit LLC is "**Rocklife Youth LLC**."

2. (a) The complete address of the Nonprofit LLC's initial registered office in Davidson County, Tennessee is 1304 Dickerson Pike, Goodlettsville, TN 37072.

(b) The name of the Nonprofit LLC's initial registered agent to be located at such office is Rocklife Youth LLC.

3. The street address of the Nonprofit LLC's principal executive office in Davidson County, Tennessee is 1304 Dickerson Pike, Goodlettsville, TN 37072. The email address for the Nonprofit LLC is calebrogan@gmail.com.

4. The sole member of the Nonprofit LLC is Church on the Rock of Nashville, TN Inc., a Tennessee nonprofit corporation.

5. The Nonprofit LLC is organized and operated exclusively for charitable and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

6. The Nonprofit LLC will be member-managed.

7. Any Member of this Nonprofit LLC shall be a Section 501(c)(3) of the Internal Revenue Code organization or governmental unit under Section 170(c)(1) of the Internal Revenue Code or wholly owned instrumentalities of such governmental units. Further, if at any time, or from time to time, should a Member fail to meet such qualifications, such Member's membership rights shall be suspended until such time at the Member properly qualifies.

8. The membership interests of the Nonprofit LLC are not freely transferable. No assignment or other transfer of a Member's membership interest, or any part thereof, shall be effective unless as required under these Articles and the written operating agreement such transferee qualifies as a Member and such assignment or transfer has received the necessary prior written approval.

9. Any operating agreement, or other document serving in lieu and stead of an

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FILED

ARTICLES OF ORGANIZATION
OF
ROCKLIFE YOUTH LLC

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7. Any Member of this Nonprofit LLC shall be a Section 501(c)(3) of the Internal Revenue Code organization or governmental unit under Section 170(c)(1) of the Internal Revenue Code or wholly owned instrumentalities of such governmental units. Further, if at any time, or from time to time, should a Member fail to meet such qualifications, such Member's membership rights shall be suspended until such time at the Member properly qualifies.

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operating agreement as to this Nonprofit LLC, shall be in writing and shall be executed by the sole Member of the Nonprofit LLC. There shall be only one operating agreement at any time. Any new Member shall be bound by the written operating agreement of the Nonprofit LLC then in effect whether or not such new Member executes such operating agreement.

10. To the extent it does not conflict with the Act, any judgment creditor or other person or entity seeking to execute upon, or otherwise in any way seize, transfer, sell or encumber any Membership Interest of any Member or any holder of Financial Rights shall be specifically limited to the rights as so provided in Tennessee Code Annotated Section 48-249-509.

11. The liability of a Member or a Member as an Officer for breach of fiduciary duty shall be limited to the fullest extent permitted by the Act.

12. Any Officer or Member of the Nonprofit LLC shall be indemnified and held harmless by the Nonprofit LLC to the full extent permitted by the Act.

13. Upon the time of dissolution of the Corporation, assets shall be distributed by the Board of Directors, after paying or making provisions for the payment of all debts, obligations, liabilities, costs and expenses of the Corporation, for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of competent jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes, or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Dated: December 13, 2023

ORGANIZER: _____
J. D. Payne

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

Sylvia Johnson, Certified Public Accountant
862 Rodney Dr
Nashville, TN 37205

Independent Auditor's Report

March 9, 2025

To the Management of
Rocklife Youth LLC

Opinion

I have audited the accompanying financial statements of Rocklife Youth LLC (a nonprofit organization), which comprise the statement of financial position as of December 31, 2024, and the related statements of activities and cash flow for the year then ended and the related notes to the financial statements.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Rocklife Youth LLC as of December 31, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of Rocklife Youth LLC and to meet my other ethical responsibilities in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Rocklife Youth LLC's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

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Sylvia Johnson, Certified Public Accountant
862 Rodney Dr
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- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Rocklife Youth LLC's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Rocklife Youth LLC's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.

Sylvia Johnson
Certified Public Accountant

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Rocklife Youth LLC
Statement of Financial Position
December 31, 2024

ASSETS		
Current Assets		
Total Cash and Cash Equivalents	$	80,617
Total Accounts Receivable		-
Total Current Assets		80,617
Fixed Assets		
Total Fixed Assets		-
Accumulated Depreciation		-
Total Fixed Assets		-
TOTAL ASSETS	$	80,617
LIABILITIES & EQUITY		
Liabilities		
Payroll Liabilities	$	-
Total Liabilities		-
Equity		
Unrestricted Assets		80,617
Restricted Assets		
Total Equity		80,617
TOTAL LIABILITIES & EQUITY	$	80,617

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

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Rocklife Youth LLC

Statement of Activities

For the Fiscal Year Ended December 31, 2024

CHANGES IN UNRESTRICTED NET ASSETS	
Revenue and Support	
Government Grants and Contracts	$ 372,612
State of Tennessee Grants	34,060
Total Revenue and Support	406,672
Expenses	
Management and General Expenses	
Contract and Professional Fees	4,018
Rent	12,571
Utilities	3,626
Office Expense	6,406
Total Management and General Expenses	26,621
Program Expenses	
Payroll Expenses	214,431
Other Program Costs	147,835
Total Program Expenses	
Total Expenses	362,266
Change in Net Assets	
Unrestricted Assets	44,406
Total Change in Net Assets	44,406
Net Asset at Beginning of Year	36,211
Net Assets at End of Year	$ 80,617

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

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Rocklife Youth LLC
Statement of Cash Flows
For the Fiscal Year Ended December 31, 2024

OPERATING ACTIVITIES		
Net Income	$	44,406
Adjustments to reconcile Net Income to Net Cash provided by operations:		-
Net cash provided by operating activities		44,406
INVESTING ACTIVITIES		
Net cash provided by investing activities		-
FINANCING ACTIVITIES		
Net cash provided by financing activities		-
Net cash increase for period		44,406
Cash at beginning of period		36,211
Cash at end of period	$	80,617

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

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Rocklife Youth LLC
Notes to Financial Statement
For the Period Ending December 31, 2024

Note 1 – Nature of Activities and Summary of Significant Accounting Policies

Nature of Activities

Rocklife Youth LLC is a nonprofit organization whose mission is to enrich the lives of youth in Nashville through year-round, out-of-school time initiatives that help youth develop passion for purpose.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles and recommendations of the American Institute of Certified Public Accountants in its industry audit and accounting guide, "Not-for-Profit Organizations."

Cash and Cash equivalents

For purposes of the Statement of Financial Position, the company considers all highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Donated Services

Many hours of donated services have been been received. It is therefore impractical to estimate a value for these services, as such, no value has been placed on these services in the financial statements.

Fixed Assets

Fixed assets and other property are recorded at historical cost or at the estimated fair market value as determined by church management. Fixed assets are depreciated over their estimated useful lives using the straight-line-method.

Revenue Recognition

The primary source of support is from grants. Revenue is recognized when cash or property is received. Revenues received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on its existence or nature.

Income Taxes

The organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Therefore, there are no provisions for income taxes.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Subsequent Events

Management has evaluated subsequent events through March 9, 2025, the date the financial statements were available to be issued. The subsequent events occuring in the immediate period following the review date that have any material effect on the organization or financial statements have been noted in the related section.

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Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

April 18, 2025

Mr. CALEB M ROGAN
1304 DICKERSON PIKE
GOODLETTSVILLE, TN 37072 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: ROCKLIFE YOUTH LLC.
CO Number: CO51679
Renewal Date: 06/30/2026

Dear Mr. CALEB M ROGAN :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2025112066

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/charities

CO Number: CO51679
Filed: 04/07/2025 09:45 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: ROCKLIFE YOUTH LLC.

Legal entity type of the Organization: Corporation

Business Services Control Number: 1492281 **FEIN:** 99-0711828

Initial Registration Date: 02/22/2024 **Renewal Date:** 06/30/2025

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established

Date: 12/13/2023 **Country:** USA **City/State:** NASHVILLE, TN **County:** Davidson

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
1304 DICKERSON PIKE
USA, GOODLETTSVILLE, TN 37072

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
1304 DICKERSON PIKE
USA, GOODLETTSVILLE, TN 37072

Contact Information for the Charitable Organization

Contact Name: Mr. CALEB M ROGAN

Telephone Number: (615) 243-7355

Email: caleb@rynashville.org

Current names used by the charity organization

CHURCH ON THE ROCK

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

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Does the charity have other offices, chapters, branches, affiliates or a parent?
☑ Yes ☐ No

Other offices

Name: CHURCH ON THE ROCK
Type: Parent
Telephone: (615) 243-7355
Fax:
Reporting Financial Activities: No

Address
1304 DICKERSON PIKE
GOODLETTSVILLE, TN 37072, USA

The category that best describes your organization

O - Youth Development

The charitable purpose of the organization

Provides afterschool programming and youth enrichment for students K-8 within Davidson County.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?
☑ Yes ☐ No

Tax Exemption Status: Tax-exempt
501(c) Exemption Type: 501(C)(3)
Date IRS Determination Letter Received: 12/13/2023
Last Fiscal Year Start: January 2024
Last Fiscal Year End: December 2024

Type of 990 Tax Form Filed: No 990 Filed

Gross Revenue

Direct and Indirect Public Contributions	$ 5,000.00
Government Grants	$ 0.00
Special Events and Activities	$ 0.00
Membership Dues	$ 0.00
Other Revenue	$ 0.00
Total Revenue	$ 5,000.00

Expenses

Total Program Expenses	$ 5,000.00
Management and General Expenses	$ 0.00
Fundraising Expenses	$ 0.00
Other Expenses	$ 0.00
Total Expenses	$ 5,000.00

Excess/Deficit For the Year (Total Revenue - Total Expenses)	$ 0.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Caleb Rogan

Date: 04/07/2025

Title: Custodian of Final Distributions

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Bradford George Taylor

Date: 04/07/2025

Title: Chief Fiscal Officer

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____- _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____/ _____/ _____	**DATE**	_____/ _____/ _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: E54F9D9B-2FF2-468D-A6A8-B850C23A351C

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

This summer programming opportunity is funded by NAZA

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Resolution No. RS_____

A resolution approving amendment one to grant contracts with various nonprofit organizations for the provision of free and high-quality out-of-school programs through the Nashville After Zone Alliance.

WHEREAS, Section 7-3-314 of the Tennessee Code Annotated states that metropolitan forms of government may provide financial assistance to nonprofit organizations in accordance with the guidelines of the Metropolitan Government; and,

WHEREAS, Section 5.04.070 of the Metropolitan Code of Laws provides that the Council may, by Resolution, appropriate funds for the financial aid of nonprofit organizations; and,

WHEREAS, RS2024-572 approved grant contracts between the Metropolitan Government ("Metro"), by and through the Nashville Public Library, and various nonprofit organizations including Backfield in Motion, Inc., Bethlehem Centers of Nashville, Global Outreach Developments International, Martha O'Bryan Center, Nashville International Center for Empowerment, Nations Ministry Center, Why We Can't Wait, Inc., and YMCA of Middle Tennessee, for the provision of free and high-quality out-of-school programs through the Library's Nashville After Zone Alliance ("NAZA") program; and,

WHEREAS, RS2024-658 approved a grant contract between Metro, by and through the Nashville Public Library, and Beech Creek Ministries for the provision of free and high-quality out-of-school programs through the Library's NAZA program; and,

WHEREAS, RS2024-717 approved a grant contract between Metro, by and through the Nashville Public Library, and DYMON in the Rough for the provision of free and high-quality out-of-school programs through the Library's NAZA program; and,

WHEREAS, the parties wish to amend these grant contracts to increase the total value and extend the term to June 30, 2026, a copy of which amendments are attached hereto and incorporated herein; and,

WHEREAS, pursuant to and contingent upon the passage of the budget ordinance of the Metropolitan Government of Nashville and Davidson County for fiscal year 2026, BL2025-833, including any substitutes or amendments, funds are available for the provision of high-quality after school and summer programming through the Nashville Public Library's Nashville After Zone Alliance after school and out-of-school time coordinating system; and,

WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that these amendments to the grant contracts be approved.

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

Section 1. That amendment one to the grant contracts between the Metropolitan Government of Nashville and Davidson County, by and through the Nashville Public Library,

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and various nonprofit organizations extends the term through June 30, 2026, and increases the contract values as shown below:

Nonprofit Organization	Amount
Backfield in Motion, Inc.	$485,990.00
Bethlehem Centers of Nashville	$104,200.00
Global Outreach Developments International	$242,815.00
Martha O'Bryan Center	$318,220.00
Nations Ministry Center	$244,995.00
Nashville International Center for Empowerment	$84,015.00
Why We Can't Wait, Inc.	$263,210.00
YMCA of Middle Tennessee	$178,780.00
Beech Creek Ministries	$85,810.00
DYMON in the Rough	$131,310.00

Section 2. The Metropolitan Government is hereby authorized to enter into the grant contract amendments, attached hereto and incorporated herein, with the nonprofit organizations listed in Section 1.

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

RECOMMENDED BY:

DocuSigned by:
Terri Luke
EE49FDF9F034BF...

Terri Luke, Director
Nashville Public Library

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Jenneen Reed, Director
Department of Finance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Assistant Metropolitan Attorney

INTRODUCED BY:

Delishia D. Porterfield

Brenda G. Gadd

Member(s) of Council

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AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6150 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND BACKFIELD IN MOTION

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and Backfield in Motion.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6150, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:
   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with Backfield in Motion will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)
2. Amend B.1. to extend the term of this contract through June 30, 2026.
3. Amend Clause C.1. to increase **Metro's Maximum Liability** under this Grant Contract not to exceed **$971,980.00**. The **Maximum Liability** is increased due to additional allocation of **$485,990.00** for Fiscal Year 2026 programming.

4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.
5. All other clauses of contracts remain unchanged.

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This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

[BALANCE OF PAGE IS INTENTIONALLY LEFT BLANK]

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Backfield in Motion

By: Todd E. Campbell

Name Todd E. Campbell

Title: Authorized Officer
CEO

Sworn to and subscribed to before me a Notary Public, this 21st day of April, 2025

Notary Public
Darlene Keith
12/29/25

DARLENE KEITH
STATE OF TENNESSEE NOTARY PUBLIC
ROBERTSON COUNTY

My Commission expires_____-

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

[BALANCE OF PAGE IS INTENTIONALLY LEFT BLANK]

Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	9,619.00	$28.46 per student- for books, learning blade registration, and other academic supplies		
Transportation	0.00	Daily rate, number of days separated by afterschool and summer (if applicable)		
Field Trips	3,000.00	$8.88 per student for field trip cost		
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class		
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.		
Total Non-personnel	**12,619.00**			
Afterschool sub-total	**457,990.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2024 and June 1- 30, 2025 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	20,482.00	4 teachers at $30 an hour x 7 hours a day x 19 days = $15,960.00; 2 Youth Coordinators at $17 an hour x 7 hours a day x 19 days = 4,522.00		
Benefits and Taxes	2,800.00	Payroll taxes calculated at 13.7%		
Total Personnel Expenses	**23,282.00**			
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number		
Insurance	0.00	Unit cost or % of total cost charged to this grant		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	1,218.00	$48.72 Per youth-for books, learning blade registration, and other academic supplies		

Field Trips	3,500.00	$140 per Student for Field Trips			
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class			
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed			
Indirect Cost	0.00	**Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.**			
Total Non-personnel	**4,718.00**				
Summer sub-total	**28,000.00**				
TOTAL	**485,990.00**				
RECIPIENT					
AUTHORIZED SIGNATURE:					
TITLE	COO				
DATE	4/9/2025				

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NAZA Annex 8 - Target Program Locations (2025-2026)
Response ID: 21730
Submitted Date: 2025-03-28 15:14:38
Completion Time: 15 min. 13 sec.

Name of Organization
Backfield in Motion, Inc.

Days of Week of Afterschool Program
4 days per week

Afterschool site plan
- School Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
Backfield in Motion

Name of School Site Location
Amqui Global Magnet School

Address of School Program Site
319 Anderson Ln. Madison, TN 37115

School Partnership Level
Renewing Partnership

Number of youths targeted for site
40

Transportation needed?
Yes

1000

Name of School Site Location
Antioch Middle School

Address of School Program Site
5050 Blue Hole Rd, Antioch, TN 37013

School Partnership Level
Renewing Partnership

Number of youths targeted for site
80

Transportation needed?
Yes

Name of School Site Location
DuPont Hadley Middle School

Address of School Program Site
1901 Old Hickory Blvd, Old Hickory, TN 37138

School Partnership Level
Renewing Partnership

Number of youths targeted for site
90

Transportation needed?
Yes

Name of School Site Location
Goodlettsville Middle school

Address of School Program Site
300 S. Main St., Goodlettsville, TN 37072

School Partnership Level
Renewing Partnership

Number of youths targeted for site
60

Transportation needed?
Yes

Name of School Site Location
McKissack Middle School

Address of School Program Site

915 38th Ave. N., Nashville, TN 37209

School Partnership Level
Renewing Partnership

Number of youths targeted for site
20

Transportation needed?
Yes

Name of School Site Location
Thurgood Marshall Middle School

Address of School Program Site
5832 Pettus Rd., Antioch, TN 37013

School Partnership Level
Renewing Partnership

Number of youths targeted for site
48

Transportation needed?
Yes

Summer Program Name
Backfield in Motion's Summer Academy

Name of Summer Site Location
Isaac Litton Alumni Center

Summer Location address
4500 Gallatin Pike

Number of summer youth targeted for site
25

Weeks of Programming
4 weeks

Days per Week of Summer Program
5 days per week

Hours per Day
7 hours

Programming Time Frame

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8am-3:00pm

Proposed months of Summer programming
June 2026

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Todd E. Campbell

Name: Todd E. Campbell

Title: CEO

Agency Name: Backfield in Motion

Date: 3/27/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Todd E. Campbell

Name: Todd E. Campbell

Title: CEO

Agency Name: Backfield in Motion

Date: 3/27/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Internal Revenue Service

Date: December 13, 2006

BACKFIELD IN MOTION INC
920 WOODLAND ST
NASHVILLE TN 37206

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Ms. Jackie Johnson 31-07453
Customer Service Representative
Toll Free Telephone Number:
877-829-5500
Federal Identification Number:
62-1826603

Dear Sir or Madam:

This is in response to your request of December 13, 2006 regarding your organization's tax-exempt status.

In June 2002 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information submitted, we classified your organization as one that is a private operating foundation described in section 4942(j)(3) of the Code.

Contributions to your organization are deductible under section 170 of the Code, and you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services

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CHARTER
OF
BACKFIELD IN MOTION, INC.

The undersigned, acting as an incorporator under the Tennessee Nonprofit Corporation Act, adopts the following Charter for such Corporation:

1. The name of the Corporation is Backfield In Motion, Inc.

2. This Corporation is a public benefit corporation.

3. The street address of the initial registered office of the Corporation is Neal & Harwell, PLC, 2000 First Union Tower, 150 Fourth Avenue North, Nashville, Tennessee 37219, Davidson County, Tennessee, and the initial registered agent for the Corporation at that address is Philip N. Elbert.

4. The name and address of the incorporator is David G. Thompson, 2000 First Union Tower, 150 Fourth Avenue North, Nashville, Tennessee 37219.

5. The street address of the initial principal office of the Corporation is 3909 Brighton Road, Nashville, Tennessee 37205, Davidson County, Tennessee.

6. The Corporation is not for profit.

7. The Corporation will not have members.

8. To the extent allowed by the laws of the State of Tennessee, no present or future director of the Corporation (or his or her estate, heirs and personal representatives) shall be liable to the Corporation for monetary damages for breach of fiduciary duty as a director of the Corporation. Any

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liability of a director (or his or her estate, heirs and personal representatives) shall be further eliminated or limited to the fullest extent allowed by the laws of the State of Tennessee, as may hereafter be adopted or amended.

9. With respect to claims or liabilities arising out of service as a director or officer of the Corporation, the Corporation shall indemnify and advance expenses to each present and future director and officer (and his or her estate, heirs and personal representatives), to the fullest extent allowed by the State of Tennessee, both as now in effect and as hereafter adopted or amended.

10. The initial directors of the corporation are as follows:

Joe Davis
3909 Brighton Road
Nashville, Tennessee 37205

Delta C. Davis
117 Baldade Drive
Nashville, Tennessee 37215

11. The purposes for which the Corporation is organized are to: operate exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding section of any future federal tax code, by the formation and operation of an amateur youth athletic league in Davidson County, Tennessee and generally to engage in any other lawful endeavor or activity in furtherance of any of the foregoing purposes.

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12. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to, its directors, officers, or other private individuals or persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for goods and services rendered and to make payments in further of the purposes set forth in paragraph 11 above. Notwithstanding any other provision of this Charter, the Corporation shall not carry on any endeavors or activities not permitted to be carried on by a Corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding section of any future federal tax code, or by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986, or corresponding section of any future federal tax code.

13. Upon dissolution, after all creditors of the Corporation have been paid, its assets shall be distributed to one or more organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for exclusively public purposes.

DATED, this 21st day of July, 2000.

DAVID G. THOMPSON, Incorporator

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STATEMENT OF ORGANIZATION TAKEN WITHOUT A MEETING OF THE BOARD OF DIRECTORS OF BACKFIELD IN MOTION, INC.

We, the undersigned, being all of the Directors of Backfield In Motion, Inc., a Tennessee nonprofit corporation having its principal office and place of business in Davidson County, Tennessee, acting pursuant to the Tennessee Nonprofit Corporation Act, do hereby consent, declare, and resolve as follows:

1. The Charter of the corporation, as filed in the office of the Secretary of State and to be recorded in the Office of the Register of Davidson County, Tennessee, is hereby approved and accepted as the Charter of this corporation, it is directed that said Charter be inserted in the Minute Book of the corporation and retained as a part thereof.

2. The By-laws prepared by the corporation's counsel, Neal & Harwell, PLC, are hereby adopted as and for the By-laws of the corporation, it is directed that said By-laws be inserted in the Minute Book of the corporation and be retained as a part thereof.

3. The following named persons are hereby elected and declared to be the officers of the corporation, to serve until their respective successors shall have been elected and qualified:

President - Joe Davis
Secretary - Delta C. Davis
Treasurer - Dennis Petty

4. The Secretary and/or Treasurer is hereby authorized and directed to procure and establish, as applicable, the proper corporate books, a proper

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system of accounting, and to inaugurate the same as a part of the permanent records of the corporation.

5. The President and the Secretary and/or Treasurer are hereby authorized and directed to open one or more bank accounts on behalf of the corporation with any bank lawfully doing business within or without the State of Tennessee and, until otherwise ordered by resolution of this Board, any such bank is hereby authorized to make payments from the funds of the corporation which are on deposit with such bank, and in any or all accounts, upon and according to checks of the corporation signed by such person or persons as the President may designate and reference to this resolution shall be and constitute sufficient authority for the officers of the corporation to complete, execute, and deliver such standard form banking resolutions as may be appropriate under the circumstances in order to establish and continue such bank accounts.

6. The Secretary and/or Treasurer is authorized and directed to procure a check book or books with the name of the corporation printed on each check; and, whenever practicable, such checks shall be used for the disbursement of the funds of the corporation.

7. The following persons are hereby elected to serve as the Directors of the Corporation and shall serve as such until the next annual regular

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meeting of the Board of Directors, and until their respective successors are elected and qualified:

Joe Davis
Delta C. Davis

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BACKFIELD IN MOTION, INC.

FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT

DECEMBER 31, 2023

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

BACKFIELD IN MOTION, INC.

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December 31, 2023

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Statement of Activities and Changes in Net Assets	4
Statement of Cash Flows	5
Statement of Functional Expenses	6
Notes to Financial Statements	7

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Independent Auditor's Report

To the Board of Directors
Backfield In Motion, Inc.
Nashville, Tennessee

Opinion
We have audited the accompanying financial statements of Backfield In Motion, Inc. (the Organization), a non-profit organization, which comprise the statement of financial position as of December 31, 2023, and the related statements of activities and changes in net assets, functional expenses, and cash flows, for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Organization as of December 31, 2023, and the changes in its net assets and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion
We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements
Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

(Auditor's report continued on next page)

40 Burton Hills Blvd. | Suite 170 | Nashville, TN 37215
pn-cpas.com
p: (615) 296-0500 | f: (615) 296-0493

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Puryear & Noonan, CPAs PLLC

Puryear & Noonan, CPAs
Nashville, Tennessee
May 31, 2024

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Backfield In Motion, Inc.
Statement of Financial Position
December 31, 2023

Assets

	Without Donor Restrictions	With Donor Restrictions	Total
Current Assets			
Cash	$ 903,048	$ -	$ 903,048
Grant receivable	21,878	-	21,878
Accounts receivable	2,436	-	2,436
Total Current Assets	927,362	-	927,362
Property and equipment, net	226,824	-	226,824
Total Assets	$ 1,154,186	$ -	$ 1,154,186

Liabilities and Net Assets

Current Liabilities			
Current portion of long-term debt	$ 3,751	$ -	$ 3,751
Accounts payable	36,617	-	36,617
Accrued payroll and benefits	11,063	-	11,063
Total Current Liabilities	51,431	-	51,431
Note payable, less current portion	122,162	-	122,162
Total Liabilities	173,593	-	173,593
Net Assets			
Without donor restrictions	980,593	-	980,593
Total Net Assets	980,593	-	980,593
Total Liabilities and Net Assets	$ 1,154,186	$ -	$ 1,154,186

See independent auditor's report and accompanying notes to financial statements.

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Backfield In Motion, Inc.
Statement of Activities and Changes in Net Assets
For the Year Ended December 31, 2023

	Without Donor Restrictions	With Donor Restrictions	Total
Revenue and Support			
Program contributions	$ 927,428	$ -	$ 927,428
Grant contributions	576,748	-	576,748
Special events	28,800	-	28,800
Interest income	2,751	-	2,751
Miscellaneous income	3,601	-	3,601
Other income - Parking lot	18,731	-	18,731
Total Revenue and Support	1,558,059	-	1,558,059
Expenses			
Program Services			
Program	1,681,056	-	1,681,056
Supporting Services			
Management and general	90,133	-	90,133
Fundraising	82,401	-	82,401
Total Expenses	1,853,590	-	1,853,590
Change in Net Assets	(295,531)	-	(295,531)
Net Assets - Beginning of Year	1,276,124	-	1,276,124
Net Assets - End of Year	$ 980,593	$ -	$ 980,593

See independent auditor's report and accompanying notes to financial statements.

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Backfield In Motion, Inc.
Statement of Cash Flows
For the Year Ended December 31, 2023

Cash Flows from Operating Activities		
Change in Net Assets	$	(295,531)
Adjustments to Reconcile Change in Net Assets to Net Cash Used for Operating Activities		
Depreciation		46,070
Increase in Operating Assets		
Grant receivable		24,583
Increase (Decrease) in Operating Liabilities		
Accounts payable		36,617
Accrued payroll and benefits		(67,694)
Net Cash Used for Operating Activities		(255,955)
Cash Flows from Investing Activities		
Purchases of property and equipment		(22,433)
Net Cash Used for Investing Activities		(22,433)
Cash Flows from Financing Activities		
Payments of long-term debt		(21,429)
Net Cash Used for Financing Activities		(21,429)
Decrease in Cash		(299,817)
Cash - Beginning of Year		1,202,865
Cash - End of Year	$	903,048
Supplemental Disclosure of Cash Flow Information		
Cash paid during the year for interest	$	3,571

See independent auditor's report and accompanying notes to financial statements.

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Backfield In Motion, Inc.
Statement of Functional Expenses
For the Year Ended December 31, 2023

		Supporting Services		
	Program	Management and General	Fundraising	Total
Salaries and wages	$ 962,584	$ 64,172	$ 42,782	$ 1,069,538
Insurance	129,855	8,657	5,771	144,283
Payroll taxes	88,968	5,931	3,954	98,853
Summer academy program	8,389	-	-	8,389
1st & 10 program	218,413	-	-	218,413
Fundraising events	-	-	22,311	22,311
Office expense	48,614	3,241	2,161	54,016
Depreciation	41,463	2,764	1,843	46,070
Legal and professional	6,975	465	310	7,750
Marketing and development	24,194	1,613	1,075	26,882
Bank and credit card fees	1,802	120	80	2,002
Utilities	21,155	1,410	940	23,505
Management costs	5,375	358	239	5,972
Dues and subscriptions	405	27	18	450
Communications	14,089	939	626	15,654
Parking lot costs	6,539	436	291	7,266
4th & 1 program	94,756	-	-	94,756
Education program	7,480	-	-	7,480
Total Expenses	$ 1,681,056	$ 90,133	$ 82,401	$ 1,853,590
Percent of Total Expenses	90%	6%	4%	100%

See independent auditor's report and accompanying notes to financial statements.

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Note 1 - Summary of Significant Accounting Policies

Organization and Purpose
Backfield In Motion, Inc. (the Organization), was incorporated in 2000 as a Tennessee nonprofit organization. The Organization was created to provide year-round academic tutoring at Nashville area community centers and to sponsor youth athletic leagues. Services are available at no cost to children or their families. The Organization has academic programs that focus on reading, literacy, and mathematics.

Basis of Accounting
The accompanying financial statements of the Organization are prepared using the accrual basis of accounting, under which revenues are recognized when earned rather than when collected and expenses are recognized when incurred rather than when disbursed.

Financial Statement Presentation
The accompanying financial statements of the Organization report its financial information according to the following net asset classifications:

Net Assets Without Donor Restrictions - Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. Net assets without donor restrictions may be designated for specific purposes by action of the Board of Directors (the Board).

Net Assets With Donor Restrictions - Net assets subject to stipulations imposed by donors and grantors that can be fulfilled by actions of the Organization pursuant to those restrictions or that expire by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the Statement of Activities and Changes in Net Assets.

Measure of Operations
The Statement of Activities and Changes in Net Assets reports changes in net assets, including changes in net assets from operating and non-operating activities. Operating activities consist of those items attributable to the Organization's ongoing activities. Non-operating activities are limited to resources that generate return from donor-restricted contributions, net assets released for capital expenditure, and other activities considered to be of a more unusual or non-recurring nature.

Program and Supporting Services - Functional Expenses
The following program and supporting services are included in the accompanying financial statements on the Statement of Functional Expenses.

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Program Services - include activities carried out to fulfill the Organization's mission of providing focus on education through mastery of literacy and numeracy skills that leads to a high school diploma, a foundation for higher education, and the on-job skills needed to enter the world of work, while using athletics as an incentive for academic improvement.

Supporting Services - Management and General - relates to the overall direction of the Organization. These expenses are not identifiable with a particular program, event or fundraising, but are indispensable to the conduct of those activities and are essential to the Organization. Specific activities include organizational oversight, business management, record keeping, budgeting, financing, and other administrative activities.

Supporting Services - Fundraising - includes cost of activities directed toward appeals for financial support and the cost of solicitations and creation and distribution of fundraising materials.

Classification of Expenses
Expenses are classified functionally as a measure of service efforts and accomplishments. Direct expenses, incurred for a single function, are allocated entirely to that function. Joint expenses, applicable to more than one function, are allocated on the basis of objectively summarized information or management estimates.

Use of Estimates
Management and the Organization have made a number of estimates and assumptions relating to the reporting of assets and liabilities and disclosure of contingent assets and liabilities to prepare these financial statements in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Actual results could differ from these estimates.

Accounts Receivable and Allowance for Credit Losses
Accounts receivable consist of amounts due from the third party that manages the parking lot operation. Management evaluates the collectibility of accounts receivable based primarily on the length of time the receivables are past due, historical experience, and reasonable and supportable forecasts of future economic condition. When it has been determined it is probable that an account is uncollectible, the Organization recognizes an allowance for credit losses. However, actual accounts receivable write-offs might differ from management's estimate. There were no allowance for credit losses or bad debt expense recognized as of December 31, 2023.

Property and Equipment
Property and equipment are stated at cost or, if donated, at their estimated market value at the date of gift, less accumulated depreciation. Depreciation is provided over the assets' estimated useful lives using the straight-line method. Property and equipment are depreciated over five to thiry-nine years.

Expenditures for maintenance and repairs and items less than $2,000 are expensed when incurred. Expenditures for renewals or betterments are capitalized. When property is retired or sold, the cost and the related accumulated depreciation are removed from the accounts, and the resulting gain or loss is included in other income on the Statement of Activities and Changes in Net Assets.

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Right-of-Use Assets and Liabilities

Right-of-Use assets (ROU) represent the right to use the underlying assets for the lease term and the lease liabilities represent the obligation to make lease payments arising from the leases. ROU assets and liabilities with a term longer than twelve months are recognized at commencement date based on the present value of future lease payments over the lease term, which includes only payments that are fixed and determinable at the time of commencement. When readily determinable, the Organization uses the interest rate implicit in a lease to determine the present value of future lease payments. For leases where the implicit rate is not readily determinable, the Organization's incremental borrowing rate is used. The Organization calculates its incremental borrowing rate on a periodic basis using a third-party financial model that estimates the rate of interest the Organization would have to pay to borrow an amount equal to the total lease payments on a collateralized basis over a term similar to the lease. The Organization applies its incremental borrowing rate using a portfolio approach. The ROU assets also include any lease payments made prior to commencement and is recorded net of any lease incentives received. Lease terms may include options to extend or terminate the lease when it is reasonably certain that the Organization will exercise such options. The Organization had no ROU assets or liabilities of December 31, 2023.

Revenue Recognition

Special Fundraising Event Revenue

The Organization conducts special events in support of its mission. The Organization raises funds through a major special event each year, a golf tournament. The Organization records revenue from special events when received as contributions with or without donor restrictions based upon the presence or absence of donor-imposed restrictions. Revenue from special events is presented separately from regular contributions.

Contributions

Contributions and other public support are generally recognized at the time of receipt as there are no performance obligations that are required to be satisfied. The Organization reports any gifts of property, equipment or materials as unrestricted support unless explicit donor restrictions specify how the assets must be used and no performance obligations exist. Gifts of long-lived assets with explicit restrictions as to how the assets are to be used or funds restricted for the acquisition of long-lived assets are reported as restricted support. Expirations of donor restrictions are recognized when the donated or acquired long-lived assets are placed in service as the performance obligation is considered to be met at that point in time.

Grants

Grant revenue results from agreements, typically with government agencies, that fund specific activities of the Organization. The grants are of three primary types: unconditional contributions, conditional contributions, and exchange transactions. An agreement is a contribution if its primary purpose is to enable the Organization to provide a service to or for the general public rather than to serve the direct needs of the granting or contracting party. In other words, the agreement is a contribution if any benefit to the granting or contracting party is indirect and insubstantial as compared to the public benefit. The Organization recognizes grant and contract revenue associated with unconditional contributions without donor stipulations as revenue and net assets without donor restrictions. Unconditional contributions with a donor stipulation that limits their use are reported as revenue and net assets with donor restrictions. When a donor stipulated restriction ends or a purpose restriction is accomplished,

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net assets with donor restirctions are reclassified to net assets without donor restrictions and reported in the Statement of Activities and Changes in Net Assets as net assets released from restrictions. The Organization recognizes grant and contract revenue associated with conditional contributions as earned when the conditions are met (allowable expenses have been incurred or as milestones are met) as net assets without donor restrictions. Any unused funds are forfeited, and if any expenditures are unallowed, the Organization is required to refund the amount drawn down. In contract, if the grant or contract provides a benefit directly to the granting or contracting party, the agreement is an exchange transaction with a customer.

Grant revenue from federal agencies is subject to independent audit under Uniform Guidance and review of grantor agencies. The review could result in the disallowance of expenditures under the temrs of the grant, or reductions of future grant funds. Based on prior experience the Organization's management believes that costs ultimately disallowed, if any, would not materially affect the financial position of the Organization.

Contributions of NonFinancial Assets
The Organization recognizes contributed nonfinancial assets within revenues in the Statement of Activities and Changes in Net Assets. Unless otherwise noted, contributed nonfinancial assets do not have any donor-imposed restrictions. The Organization records contributed nonfinancial assets at fair value when determinable, otherwise at value indicated by the donor, if material. There were no contributed nonfinancial assets during the year ended on December 31, 2023.

Income Taxes
The Organization is exempt from income taxes under the provisions of Internal Revenue Code Section (IRCS) 501(c)(3), and, accordingly, no provision for income taxes is included in the financial statements.

The Organization follows Financial Accounting Standards Board (FASB) 740-10, *Accounting for Uncertainty in Income Taxes*, as it relates to uncertain tax positions. For all tax positions taken by the Organization, management believes it is clear that the likelihood is greater than 50% that the full amount of the tax position taken will be ultimately realized. Therefore, management believes that no liability for unrecognized tax benefits should be recorded related to uncertain tax positions taken on returns for the three most recent years filed, or expected to be taken in the Organization's current year tax return. The Organization identifies its major tax jurisdictions as the U.S. Federal and the State of Tennessee. However, the Organization is not currently under audit nor has the Organization been contacted by either of these jurisdictions. As of December 31, 2023, the Organization has accrued no interest and no penalties related to uncertain tax positions.

Advertising and Promotion Costs
Advertising and promotion costs are expensed as incurred and $26,882 was expensed during 2023.

Events Occurring After Reporting Date
The Organization has evaluated events and transactions that occurred between January 1, 2024 and May 31, 2024, which is the date that the financial statements were available to be issued, for possible recognition or disclosure in the financial statements.

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Note 2 - Adoption of New Accounting Pronouncement

In June 2016, FASB issued Accounting Standards Update (ASU) No. 2016-13, *Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses of Financial Instruments* (ASU 2016-13), which modifies the measurement of expected credit losses on certain finiancial instruments. In March 2022, the FASB issued ASU No. 2022-02, *Troubled Debt Restriction Vintage Disclosures* (ASU 2022-02), which updated the requirements of ASU 2016-13 and added enhanced disclosures for creditors with respect to loan refinancings and restructuring for borrowers experiencing financial difficulty. The Organization adopted the new standards effective January 1, 2023. There was no effect on the Statement of Financial Position as a result of these adoptions.

From time-to-time, new accounting pronouncements are issued by the FASB or other standard setting bodies that the Organization adopts as of the specified effective date. Unless otherwise discussed, management believes the impact of any other recently issued standards that are not yet effective are either not applicable at this time or will not have a material impact on the financial statements upon adoption.

Note 3 - Availability and Liquidity

The Organization's financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the Statement of Financial Position date, are as follows:

Cash	$ 903,048
Grant receivable	21,878
Accounts receivable	2,436
Financial assets available to meet general expenditures over the next twelve months	$ 927,362

The Organization's goal is generally to maintain financial assets equal to 6 months of normal operating expenditures, which is approximately $927,000. As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

Note 4 - Property and Equipment

Property and equipment at December 31, 2023 consists of the following:

Land	$ 29,800
Land improvements	4,780
Building	136,470
Computer equipment	49,714
Automobiles	258,830
	479,594
Accumulated depreciation	(252,770)
	$ 226,824

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Depreciation expense related to property and equipment totaled $46,070 for the year ended December 31, 2023.

Note 5 - Economic Injury Disaster Loan

On August 6, 2020, the Organization was granted an Economic Injury Disaster Loan (EIDL) from the Small Business Administration (SBA) in the amount of $150,000. Payments of $641 a month, including principal and interest, were to begin 12 months from the date of the loan. On March 16, 2021, the SBA extended the deferment of payment for an additional twelve months. On March 22, 2022 the SBA provided an additional 6-month deferment for all COVID-19 EIDL loans. Therefore, payments began on February 6, 2023. The balance of principal and interest are payable 30 years from the date of the loan. Interest accrues at the rate of 2.75% per annum. As of December 31, 2023, $125,913 was outstanding. The SBA has a continuing security interest in the assets of the Organization.

A summary of future maturities of as of December 31, 2023 is as follows:

Year	Amount
2024	$ 3,751
2025	3,855
2026	3,963
2027	4,073
2028	4,187
2029 and later years	106,084
	$ 125,913

Note 6 - Grant Revenue

For the year ended December 31, 2023, $576,748 of grants received from Federal and State awards (conditional contributions) were recognized as revenue.

Conditional contributions which have not been received but promised for future years totaled $176,156 at December 31, 2023.

Note 7 - Credit Risk and Other Concentrations

The Organization generally maintains its checking and savings accounts at financial institutions whose balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to statutory limits. The standard FDIC insurance amount is limited up to $250,000 per depositor, per insured bank. Therefore, amounts in excess of this $250,000 held by the Organization, as of and during the year ended December 31, 2023, were uninsured and uncollateralized.

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Note 8 - Concentrations

The majority of the Organization's revenue is derived from grants which accounted for approximately 37% of total support and revenue as of December 31, 2023. The Metropolitian Government of Nashville and Davidson County grant was approximately 23% of total support and revenue as of December 31, 2023. The Organization received approximately 13% of its in revenue and support from one signifcant donor during the year ended December 31, 2023.

The State of Tennessee grant accounted for 100% of the grant receivable.

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Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

October 21, 2024

Dr. TODD CAMPBELL
920 WOODLAND STREET
NASHVILLE, TN 37206

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: BACKFIELD IN MOTION, INC.
CO Number: CO5172
Renewal Date: 06/30/2025

Dear Dr. TODD CAMPBELL :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024125283

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

CO Number: CO5172
Filed: 08/09/2024 03:21 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: BACKFIELD IN MOTION, INC.
Legal entity type of the Organization: Corporation
Business Services Control Number: 000392905 **FEIN:** 62-1826603
CO Number: CO5172
Initial Registration Date: 06/26/2002 **Renewal Date:** 09/28/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established
Date: 07/24/2000 **Country:** USA **City/State:** NASHVILLE, TN

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
920 WOODLAND STREET
USA, NASHVILLE, TN 37206

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
920 WOODLAND STREET
USA, NASHVILLE, TN 37206

Contact Information for the Charitable Organization
Contact Name: Dr. TODD CAMPBELL
Telephone Number: (615) 227-9935 **Fax Number:** (615) 227-6383
Email: toddc@backfieldinmotion.org **Website:** http://www.backfieldinmotion.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

O - Youth Development

The charitable purpose of the organization

After-school educational support for students in Davidson county

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Gross Revenue

Direct and Indirect Public Contributions	$ 927,428.00
Government Grants	$ 576,748.00
Program Service Revenue	$ 0.00
Special Events and Activities	$ 28,800.00
Gross Sales of Inventory	$ 0.00
Other Revenue	$ 0.00
Total Revenue	$ 1,532,976.00

Expenses

Total Program Expenses	$ 1,677,455.00
Direct Expenses from Special Events	$ 0.00
Cost of Goods Sold	$ 0.00
Management and General Expenses	$ 90,133.00
Fundraising Expenses	$ 60,090.00
Other Expenses	$ 0.00
Total Expenses	$ 1,827,678.00
Excess/Deficit For the Year (Total Revenue - Total Expenses)	($ 294,702.00)

Changes in Net Assets/Fund Balances

Net Assets/Fund Balances at Beginning of Year	$ 1,276,122.00
Other Changes in Net Assets or Fund Balances	$ 0.00
Net Assets/Fund Balances	$ 980,593.00
Total Liabilities at End of Year	$ 173,593.00
Net Assets/Fund Balances at End of Year	$ 980,593.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Dennis Petty
920 Woodland St
Nashville, TN 37206, USA
Title(s): Custodian of Contributions, Secretary, Treasurer

Micah Kimble Sr
920 Woodland St.
Nashville, TN 37206, USA
Title(s): Vice President

Dr. Todd Campbell
920 Woodland Street
Nashville, TN 37206, USA
Title(s): Chief Executive Officer, Custodian of Final Distributions, President

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Todd E. Campbell **Date:** 08/09/2024

Title: Chief Executive Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Dennis W Petty CPA **Date:** 08/09/2024

Title: Treasurer

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 08/09/2024 **Invoice:** 2024-06264

Customer Information

Dr. TODD CAMPBELL
BACKFIELD IN MOTION, INC.
920 WOODLAND STREET
NASHVILLE, 37206

Tracking Number	Description	Amount Paid
2024125283	CH Charitable Renewal	$ 10.00

Payment Details

Fee Total:	$ 10.00
Payment Total:	$ 10.00
Amount Due:	$ 0.00
Refunded Amount:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3879556331

1033

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____- _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____/ _____/ _____	**DATE**	_____/ _____/ _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving/* Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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BACKFIELD IN MOTION, INC.

FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT

DECEMBER 31, 2024

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

BACKFIELD IN MOTION, INC.

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PURYEAR &
NOONAN, CPAs

Independent Auditor's Report

To the Board of Directors
Backfield In Motion, Inc.
Nashville, Tennessee

Opinion
We have audited the accompanying financial statements of Backfield In Motion, Inc. (the Organization), a non-profit organization, which comprise the statement of financial position as of December 31, 2024, and the related statements of activities and changes in net assets, functional expenses, and cash flows, for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Organization as of December 31, 2024, and the changes in its net assets and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion
We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements
Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

(Auditor's report continued on next page)

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Puryear & Noonan, CPAs PLLC

Puryear & Noonan, CPAs
Nashville, Tennessee
April 22, 2025

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Backfield In Motion, Inc.
Statement of Financial Position
December 31, 2024

Assets

	Without Donor Restrictions	With Donor Restrictions	Total
Current Assets			
Cash	$ 445,721	$ 30,000	$ 475,721
Grant receivable	36,972	-	36,972
Accounts receivable	3,216	-	3,216
Total Current Assets	485,909	30,000	515,909
Property and equipment, net	227,544	-	227,544
Total Assets	$ 713,453	$ 30,000	$ 743,453

Liabilities and Net Assets

Current Liabilities			
Accounts payable	$ 24,664	$ -	$ 24,664
Accrued payroll and benefits	10,780	-	10,780
Total Current Liabilities	35,444	-	35,444
Net Assets			
Without donor restrictions	678,009	-	678,009
With donor restrictions	-	30,000	30,000
Total Net Assets	678,009	30,000	708,009
Total Liabilities and Net Assets	$ 713,453	$ 30,000	$ 743,453

See independent auditor's report and accompanying notes to financial statements.

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Backfield In Motion, Inc.
Statement of Activities and Changes in Net Assets
For the Year Ended December 31, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
Revenue and Support			
Program contributions	$ 595,413	$ 80,000	$ 675,413
Grant contributions	892,448	-	892,448
Special events	41,600	-	41,600
Interest income	1,340	-	1,340
Miscellaneous income	8,294	-	8,294
Other income - Parking lot	41,512	-	41,512
Net assets released from restrictions	50,000	(50,000)	-
Total Revenue and Support	1,630,607	30,000	1,660,607
Expenses			
Program Services			
Program	1,752,156	-	1,752,156
Supporting Services			
Management and general	97,092	-	97,092
Fundraising	83,943	-	83,943
Total Expenses	1,933,191	-	1,933,191
Change in Net Assets	(302,584)	30,000	(272,584)
Net Assets - Beginning of Year	980,593	-	980,593
Net Assets - End of Year	$ 678,009	$ 30,000	$ 708,009

See independent auditor's report and accompanying notes to financial statements.

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Backfield In Motion, Inc.
Statement of Cash Flows
For the Year Ended December 31, 2024

Cash Flows from Operating Activities	
Change in Net Assets	$ (272,584)
Adjustments to Reconcile Change in Net Assets to Net Cash Used for Operating Activities	
Depreciation	48,826
Increase in Operating Assets	
Grant and accounts receivable	(15,873)
Decrease in Operating Liabilities	
Accounts payable	(11,953)
Accrued payroll and benefits	(286)
Net Cash Used for Operating Activities	(251,870)
Cash Flows from Investing Activities	
(Purchases) sales of property and equipment, net	(49,544)
Net Cash Used for Investing Activities	(49,544)
Cash Flows from Financing Activities	
Payments of long-term debt	(125,913)
Net Cash Used for Financing Activities	(125,913)
Decrease in Cash	(427,327)
Cash - Beginning of Year	903,048
Cash - End of Year	$ 475,721
Supplemental Disclosure of Cash Flow Information	
Cash paid during the year for interest	$ 2,780

See independent auditor's report and accompanying notes to financial statements.

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Backfield In Motion, Inc.
Statement of Functional Expenses
For the Year Ended December 31, 2024

		Supporting Services		
	Program	Management and General	Fundraising	Total
Salaries and wages	$ 1,040,444	$ 69,363	$ 46,242	$ 1,156,049
Insurance	138,027	9,202	6,135	153,364
Payroll taxes	98,195	6,546	4,364	109,105
Summer academy program	24,615	-	-	24,615
1st & 10 program	135,475	-	-	135,475
Fundraising events	-	-	19,214	19,214
Office expense	41,303	2,754	1,836	45,893
Depreciation	43,943	2,930	1,953	48,826
Legal and professional	16,122	1,075	717	17,914
Marketing and development	18,021	1,201	801	20,023
Bank and credit card fees	2,599	173	116	2,888
Utilities	31,480	2,099	1,399	34,978
Management costs	3,371	225	150	3,746
Dues and subscriptions	1,253	84	56	1,393
Communications	13,173	878	585	14,636
Parking lot costs	8,435	562	375	9,372
4th & 1 program	130,195	-	-	130,195
Education program	5,505	-	-	5,505
Total Expenses	$ 1,752,156	$ 97,092	$ 83,943	$ 1,933,191
Percent of Total Expenses	91%	5%	4%	100%

See independent auditor's report and accompanying notes to financial statements.

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Note 1 - Summary of Significant Accounting Policies

Organization and Purpose

Backfield In Motion, Inc. (the Organization), was incorporated in 2000 as a Tennessee nonprofit organization. The Organization was created to provide year-round academic tutoring at Nashville area community centers and to sponsor youth athletic leagues. Services are available at no cost to children or their families. The Organization has academic programs that focus on reading, literacy, and mathematics.

Basis of Accounting

The accompanying financial statements of the Organization are prepared using the accrual basis of accounting, under which revenues are recognized when earned rather than when collected and expenses are recognized when incurred rather than when disbursed.

Financial Statement Presentation

The accompanying financial statements of the Organization report its financial information according to the following net asset classifications:

Net Assets Without Donor Restrictions - Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. Net assets without donor restrictions may be designated for specific purposes by action of the Board of Directors (the Board).

Net Assets With Donor Restrictions - Net assets subject to stipulations imposed by donors and grantors that can be fulfilled by actions of the Organization pursuant to those restrictions or that expire by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the Statement of Activities and Changes in Net Assets.

Measure of Operations

The Statement of Activities and Changes in Net Assets reports changes in net assets, including changes in net assets from operating and non-operating activities. Operating activities consist of those items attributable to the Organization's ongoing activities. Non-operating activities are limited to resources that generate return from donor-restricted contributions, net assets released for capital expenditure, and other activities considered to be of a more unusual or non-recurring nature.

Program and Supporting Services - Functional Expenses

The following program and supporting services are included in the accompanying financial statements on the Statement of Functional Expenses.

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Program Services - include activities carried out to fulfill the Organization's mission of providing focus on education through mastery of literacy and numeracy skills that leads to a high school diploma, a foundation for higher education, and the on-job skills needed to enter the world of work, while using athletics as an incentive for academic improvement.

Supporting Services - Management and General - relates to the overall direction of the Organization. These expenses are not identifiable with a particular program, event or fundraising, but are indispensable to the conduct of those activities and are essential to the Organization. Specific activities include organizational oversight, business management, record keeping, budgeting, financing, and other administrative activities.

Supporting Services - Fundraising - includes cost of activities directed toward appeals for financial support and the cost of solicitations and creation and distribution of fundraising materials.

Classification of Expenses

Expenses are classified functionally as a measure of service efforts and accomplishments. Direct expenses, incurred for a single function, are allocated entirely to that function. Joint expenses, applicable to more than one function, are allocated on the basis of objectively summarized information or management estimates.

Use of Estimates

Management and the Organization have made a number of estimates and assumptions relating to the reporting of assets and liabilities and disclosure of contingent assets and liabilities to prepare these financial statements in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Actual results could differ from these estimates.

Accounts Receivable and Allowance for Credit Losses

Accounts receivable consist of amounts due from the third party that manages the parking lot operation. Management evaluates the collectibility of accounts receivable based primarily on the length of time the receivables are past due, historical experience, and reasonable and supportable forecasts of future economic condition. When it has been determined it is probable that an account is uncollectible, the Organization recognizes an allowance for credit losses. However, actual accounts receivable write-offs might differ from management’s estimate. There were no allowance for credit losses or bad debt expense recognized as of December 31, 2024.

Property and Equipment

Property and equipment are stated at cost or, if donated, at their estimated market value at the date of gift, less accumulated depreciation. Depreciation is provided over the assets' estimated useful lives using the straight-line method. Property and equipment are depreciated over five to thiry-nine years.

Expenditures for maintenance and repairs and items less than $5,000 are expensed when incurred. Expenditures for renewals or betterments are capitalized. When property is retired or sold, the cost and the related accumulated depreciation are removed from the accounts, and the resulting gain or loss is included in other income on the Statement of Activities and Changes in Net Assets.

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Right-of-Use Assets and Liabilities

Right-of-Use (ROU) assets represent the right to use the underlying assets for the lease term and the lease liabilities represent the obligation to make lease payments arising from the leases. ROU assets and liabilities with a term longer than twelve months are recognized at commencement date based on the present value of future lease payments over the lease term, which includes only payments that are fixed and determinable at the time of commencement. When readily determinable, the Organization uses the interest rate implicit in a lease to determine the present value of future lease payments. For leases where the implicit rate is not readily determinable, the Organization's incremental borrowing rate is used. The Organization calculates its incremental borrowing rate on a periodic basis using a third-party financial model that estimates the rate of interest the Organization would have to pay to borrow an amount equal to the total lease payments on a collateralized basis over a term similar to the lease. The Organization applies its incremental borrowing rate using a portfolio approach. The ROU assets also include any lease payments made prior to commencement and is recorded net of any lease incentives received. Lease terms may include options to extend or terminate the lease when it is reasonably certain that the Organization will exercise such options. The Organization had no ROU assets or liabilities as of December 31, 2024.

Revenue Recognition

Special Fundraising Event Revenue

The Organization conducts special events in support of its mission. The Organization raises funds through a major special event each year, a golf tournament. The Organization records revenue from special events when received as contributions with or without donor restrictions based upon the presence or absence of donor-imposed restrictions. Revenue from special events is presented separately from regular contributions.

Contributions

Contributions and other public support are generally recognized at the time of receipt as there are no performance obligations that are required to be satisfied. The Organization reports any gifts of property, equipment or materials as unrestricted support unless explicit donor restrictions specify how the assets must be used and no performance obligations exist. Gifts of long-lived assets with explicit restrictions as to how the assets are to be used or funds restricted for the acquisition of long-lived assets are reported as restricted support. Expirations of donor restrictions are recognized when the donated or acquired long-lived assets are placed in service as the performance obligation is considered to be met at that point in time.

Grants

Grant revenue results from agreements, typically with government agencies, that fund specific activities of the Organization. The grants are of three primary types: unconditional contributions, conditional contributions, and exchange transactions. An agreement is a contribution if its primary purpose is to enable the Organization to provide a service to or for the general public rather than to serve the direct needs of the granting or contracting party. In other words, the agreement is a contribution if any benefit to the granting or contracting party is indirect and insubstantial as compared to the public benefit. The Organization recognizes grant and contract revenue associated with unconditional contributions without donor stipulations as revenue and net assets without donor restrictions. Unconditional contributions with a donor stipulation that limits their use are reported as revenue and net assets with donor restrictions. When a donor stipulated restriction ends or a purpose restriction is accomplished,

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net assets with donor restirctions are reclassified to net assets without donor restrictions and reported in the Statement of Activities and Changes in Net Assets as net assets released from restrictions. The Organization recognizes grant and contract revenue associated with conditional contributions as earned when the conditions are met (allowable expenses have been incurred or as milestones are met) as net assets without donor restrictions. Any unused funds are forfeited, and if any expenditures are unallowed, the Organization is required to refund the amount drawn down. In contrast, if the grant or contract provides a benefit directly to the granting or contracting party, the agreement is an exchange transaction with a customer.

Grant revenue from federal and state agencies is subject to independent audit under Uniform Guidance and review of grantor agencies. The review could result in the disallowance of expenditures under the terms of the grant, or reductions of future grant funds. Based on prior experience, the Organization's management believes that costs ultimately disallowed, if any, would not materially affect the financial position of the Organization.

Contributions of NonFinancial Assets
The Organization recognizes contributed nonfinancial assets within revenues in the Statement of Activities and Changes in Net Assets. Unless otherwise noted, contributed nonfinancial assets do not have any donor-imposed restrictions. The Organization records contributed nonfinancial assets at fair value when determinable, otherwise at value indicated by the donor, if material. There were no contributed nonfinancial assets during the year ended on December 31, 2024.

Income Taxes
The Organization is exempt from income taxes under the provisions of Internal Revenue Code Section (IRCS) 501(c)(3), and, accordingly, no provision for income taxes is included in the financial statements.

The Organization follows Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 740-10, *Accounting for Uncertainty in Income Taxes*, as it relates to uncertain tax positions. For all tax positions taken by the Organization, management believes it is clear that the likelihood is greater than 50% that the full amount of the tax position taken will be ultimately realized. Therefore, management believes that no liability for unrecognized tax benefits should be recorded related to uncertain tax positions taken on returns for the three most recent years filed, or expected to be taken in the Organization's current year tax return. The Organization identifies its major tax jurisdictions as the U.S. Federal and the State of Tennessee. However, the Organization is not currently under audit nor has the Organization been contacted by either of these jurisdictions. As of December 31, 2024, the Organization has accrued no interest and no penalties related to uncertain tax positions.

Advertising and Promotion Costs
Advertising and promotion costs are expensed as incurred and $20,023 was expensed during 2024.

Events Occurring After Reporting Date
The Organization has evaluated events and transactions that occurred between January 1, 2025 and April 22, 2025, which is the date that the financial statements were available to be issued, for possible recognition or disclosure in the financial statements.

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Note 2 - Adoption of New Accounting Pronouncements

From time-to-time, new accounting pronouncements are issued by the FASB or other standards setting bodies that the Organization adopts as of the specified effective date. Unless otherwise discussed, management believes the impact of any other recently issued standards that are not yet effective are either not applicable at this time or will not have a material impact on the financial statements upon adoption.

Note 3 - Availability and Liquidity

The Organization's financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the Statement of Financial Position date, are as follows:

Cash	$ 475,721
Grant and accounts receivable	38,988
Total financial assets	514,709
Less amounts not available to be used within one year	
Net assets with donor restrictions	(30,000)
Financial assets available to meet general expenditures over the next twelve months	$ 484,709

The Organization's goal is generally to maintain financial assets equal to $100,000. As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

Note 4 - Property and Equipment

Property and equipment at December 31, 2024 consists of the following:

Land	$ 29,800
Land improvements	4,780
Building	136,470
Computer equipment	49,714
Automobiles	282,450
	503,214
Accumulated depreciation	(275,670)
	$ 227,544

Depreciation expense related to property and equipment totaled $48,826 for the year ended December 31, 2024.

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Note 5 - Economic Injury Disaster Loan

On August 6, 2020, the Organization was granted an Economic Injury Disaster Loan (EIDL) from the Small Business Administration (SBA) in the amount of $150,000. Payments of $641 a month, including principal and interest, were to begin 12 months from the date of the loan. On March 16, 2021, the SBA extended the deferment of payment for an additional twelve months. On March 22, 2022, the SBA provided an additional 6-month deferment for all COVID-19 EIDL loans. Therefore, payments began on February 6, 2023. The balance of principal and interest were payable 30 years from the date of the loan. Interest accrued at the rate of 2.75% per annum. The SBA had a continuing security interest in the assets of the Organization. The loan has been paid in full by the Organization as of December 31, 2024.

Note 6 - Net Assets With Donor Restrictions

Net assets with donor restrictions are available for the following purposes or periods:

Subject to expenditure for specified purposes:	
Aventura Community School program	$ 30,000
Total net assets with donor restrictions	$ 30,000

Net assets were released from donor restrictions by incurring expenses satisfying the purpose restriction specified by donors at December 31, 2024 as follows:

Expansion of summer academy	$ 50,000

Note 7 - Grant Revenue

For the year ended December 31, 2024, $892,448 of grants received from Federal, State and municipal awards (conditional contributions) were recognized as revenue.

Conditional contributions which have not been received but promised for future years totaled $470,125 at December 31, 2024.

Note 8 - Credit Risk and Other Concentrations

The Organization, at times, maintains cash in excess of federally insured amounts. The Organization maintains its cash in high credit quality financial institutions and has not experienced, nor does it anticipate, any losses with respect to such amounts.

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Note 9 - Concentrations

The majority of the Organization's revenue is derived from grants which accounted for approximately 54% of total support and revenue as of December 31, 2024. The Metropolitian Government of Nashville and Davidson County grant was approximately 27% of total support and revenue as of December 31, 2024.

The State of Tennessee grant accounted for 100% of the grant receivable.

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AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6221 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND BEECH CREEK MINISTRIES

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and Beech Creek Ministries.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6221, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:
   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with Beech Creek Ministries will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)

2. Amend B.1. to extend the term of this contract through June 30, 2026.
3. Amend Clause C.1. to increase **Metro's Maximum Liability** under this Grant Contract not to exceed **$171,620.00**. The **Maximum Liability** is increased due to additional allocation of **$85,810.00** for Fiscal Year 2026 programming.
4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.
5. All other clauses of contracts remain unchanged.

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6666C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Beech Creek Ministries

By: John Harnell

Name

Title: Authorized Officer

Sworn to and subscribed to before me a Notary Public, this 21st day of April, 2025

Notary Public J. Ward

JAMES WARD
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY

My Commission expires November 8, 2027

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	**BEECH CREEK MINISTRIES, INC.**	**CONTRACT # (Office Use):**			
PROGRAM NAME	**CENTER FOR IMAGINATION**	**START DATE:**	**1-Jul-25**		
ADDRESS	**3101 CURTIS STREET**	**END DATE:**	**30-Jun-26**		
CITY, STATE & ZIP	**NASHVILLE, TN 37218**	**CONTACT PERSON**	**John D Garnett**		
FEDERAL ID # (EIN)	**36-4651466**	**CONTACT TELEPHONE**	**(615) 473-6080**		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2025 | Per slot rate for afterschool is $1,355**			
Salaries and Wages	15,888.00	Program Coordinator: $5040 ($18/hr x 280 hrs); Program Director: $2400 ($300/mth x 8); Executive Director: $2400 ($300/mth x 8); Food Service Manager: $3528 ($18/hr x 196 hrs); Tutor: $2520 ($15/hr x 168 hrs)			
Benefits and Taxes	850.00	Employer Federal tax at 7.65% for 3 staff members			
Total Personnel Expenses	**16,738.00**				
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number			
Insurance	0.00	Unit cost or % of total cost charged to this grant			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	9,872.00	$449 avg/students; meals/snacks, food and supplies to purchase and prepare meals/snacks; educational materials, supplies, books, etc.			
Transportation	28,000.00	Daily rate, number of days separated by afterschool and summer (if applicable)			
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating			
Professional Fees/Enhancement partners	3,200.00	(4) Enhancement Partners ($80/hr x 5 days) = $400 each, total $1600 for Fall and $1600 for Spring			
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed			
Indirect Cost	0.00	Partners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.			

Total Non-personnel	**41,072.00**			
Afterschool sub-total	**57,810.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2025 and June 1- 30, 2026 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	9,600.00	Program Coordinator: $2800 ($20/hr x 140 hrs); Camp Staff: $2800 ($20/hr x 140 hrs); Food Service Manager: $2000 ($20 x 100 hrs); Program Director: $1000 ($250/wk x 4 wks); Executive Director: $1000 ($250/wk x 4 wks)		
Benefits and Taxes	600.00	Employer Federal tax at 7.65% for 3 staff members		
Total Personnel Expenses	**10,200.00**			
Office Supplies	350.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number		
Insurance	0.00	Unit cost or % of total cost charged to this grant		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	10,050.00	$418 avg/students; meals/snacks, food and supplies to purchase and prepare meals/snacks; educational materials, supplies, books, etc.		
Field Trips	1,000.00	25 students ($40/student for 1 field trip) or ($20/student for 2 field trips); total $1000		
Professional Fees/Enhancement partners	6,400.00	5 Enhancement Partners ($80/hr x 2hrs x 8 days) =$1280 each; total $6400		
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed		
Indirect Cost	0.00	**Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.**		
Total Non-personnel	**17,800.00**			
Summer sub-total	**28,000.00**			
TOTAL	**85,810.00**			
RECIPIENT				
AUTHORIZED SIGNATURE:				
TITLE	Finance Manager			
DATE	4/20/2025			

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NAZA Annex 8 - Target Program Locations (2025-2026)
Response ID: 21737
Submitted Date: 2025-03-29 15:55:03
Completion Time: 4 min. 47 sec.

Name of Organization
Beech Creek Ministries, Inc

Days of Week of Afterschool Program
5 days per week

Afterschool site plan
- Community Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
Center for Imagination

Name of Community Site Location
Beech Creek Missionary Baptist Church

Address of Community Program Site
3101 Curtis Street, Nashville, TN 37218

Target School for Community Site
Creswell Middle

Target School for Community Site
Haynes Middle

Target School for Community Site
Brick Church Middle

Target School for Community Site

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Alex Green

Number of youths targeted for site
22

3rd Party Transportation needed?
Yes

Summer Program Name
Camp Ignite

Name of Summer Site Location
Beech Creek Missionary Baptist Church

Summer Location address
3101 Curtis Street, Nashville, TN 37218

Number of summer youth targeted for site
25

Weeks of Programming
4 weeks

Days per Week of Summer Program
5 days per week

Hours per Day
7 hours

Programming Time Frame
8am-3pm

Proposed months of Summer programming
Both

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: John Harnett
Name: John Harnett
Title: Executive Director
Agency Name: Beech Creek Ministries
Date: 3/29/25

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: John Garnett

Name: John Garnett

Title: Executive Director

Agency Name: Beech Creek Ministries

Date: 3/29/25

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 14 2011

BEECH CREEK MINISTRIES INC
3101 CURTIS ST
NASHVILLE, TN 37218

Employer Iden~ification Number:
36-4651466
DLN:
17053006313021
Contact Person:
DALE T SCHABER ID# 31175
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
December 3, 2008
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform *you* that upon review of your application for tax exempt status we have determined that *you* are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to *you* are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, *you* should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that *you* are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,

Lois G. Lerner

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

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FILED

CHARTER

OF

BEECH CREEK MINISTRIES, INC.

The undersigned acting as incorporators of a nonprofit corporation under the Tennessee Nonprofit Corporation Act adopts the following Articles of Incorporation.

ARTICLE I

The name of this corporation shall be Beech Creek Ministries, Inc.

ARTICLE II

This corporation is a public benefit corporation.

This corporation is not a religious corporation.

ARTICLE III

This corporation is a nonprofit corporation.

ARTICLE IV

The corporation's initial registered agent and registered office in Tennessee shall be:

Name: Rev. Davie Tucker, Jr.
Address: Beech Creek Missionary Baptist Church
3101 Curtis Street
Nashville, Tennessee 37218

ARTICLE V

The corporation is organized exclusively for charitable, educational and other purposes as specified in Section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code.

The corporation's primary purposes for which it is organized include, but are not limited, to assisting in the educational, social and economical challenges faced by members of our community by providing programs and initiatives to address and eliminate these conditions.

ARTICLE VI

The address of the corporation's principal office is: 3101 Curtis Street
Nashville, Tennessee 37218

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ARTICLE VII

At all times the following shall operate as conditions restricting the operations and activities of the corporation.

1. No part of the net earnings of the organization shall inure to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause hereof.

2. Notwithstanding any other provision of these Articles, the corporation shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future tax code, or by an organization contributions to which are deductible under Section 170(c)(2) of said Internal Revenue Code, or corresponding provisions of any future tax code.

3. No substantial part of the activities of this corporation shall consist of carrying on propaganda or otherwise attempting to influence legislation. This corporation shall not participate in any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE VIII

The corporation shall have no members. The management and affairs of the corporation shall be at all times under the direction of a Board of Directors, whose operation in governing the corporation shall be defined by statute and by the corporation's bylaws. No director shall have any right, title, or interest in or to any property of the corporation. The number of directors constituting the initial board of directors shall be three and their names and addresses are the same as listed in Article IX.

ARTICLE IX

The names and addresses of the incorporators are:

Name	Address
Rev. Davie Tucker, Jr.	610 Fatherland Street Nashville, Tennessee 37206
John D. Garnett	811 East Meade Avenue Madison, Tennessee 37115
Yvonne J. Sanders	2612 W. Heiman Street, #A-4 Nashville, Tennessee 37208

ARTICLE X

No member, officer or director of this corporation shall be personally liable for the debts or obligations of this corporation of any nature whatsoever, nor shall any of the property of the members, officers or directors be subject to the payment of the debts or obligations of this corporation.

Under the authority of T.C.A. §48-52-11(b)(3) of the Tennessee Nonprofit Corporation Act, a director shall not be personally liable to the corporation or its members for monetary damages for breach of fiduciary duty as a director, except that this provision shall not eliminate or limit the liability of a director for:

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1. Any breach of the director's duty of loyalty to the corporation; or

2. Any acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law; or

3. Any unlawful distribution of assets in violation of T.C.A. §48-58-304 of the Tennessee Nonprofit Corporation Act.

ARTICLE XI

The duration of the corporation existence shall be perpetual until dissolution.

Upon the time of dissolution of the corporation, assets of the corporation shall be distributed by the Board of Directors, after paying or making provisions for the payment of all debts, obligations, liabilities, costs and expenses of the corporation, for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE XII

In witness whereof, we, the undersigned, have hereunto subscribed our names for the purpose of forming the corporation under the laws of the State of Tennessee and certify we executed these Articles of Incorporation.

This 30th day of November, 2008

Signature: _____
Rev. Davie Tucker, Jr., Incorporator

Signature _____
John D. Garnett, Incorporator

Signature _____
Yvonne J. Sanders, Incorporator

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Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

July 03, 2024

DAVIE TUCKER
3101 CURTIS STREET
NASHVILLE, TN 37218

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: BEECH CREEK MINISTRIES, INC.
CO Number: CO20342
Renewal Date: 06/30/2025

Dear DAVIE TUCKER :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

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BEECH CREEK MINISTRIES, INC.

INDEPENDENT AUDITORS' REPORT
AND
FINANCIAL STATEMENTS

FOR THE YEAR ENDED
DECEMBER 31, 2023

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

BEECH CREEK MINISTRIES, INC.
INDEPENDENT AUDITORS' REPORT
AND FINANCIAL STATEMENTS

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Beech Creek Ministries, Inc.
3101 Curtis Street
Nashville, TN 37218

We have audited the financial statements of *Beech Creek Ministries, Inc.* (a Tennessee not-for-profit corporation) which comprise the statement of financial position as of December 31, 2023, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of *Beech Creek Ministries, Inc.* as of December 31, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of *Beech Creek Ministries, Inc.* and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about *Beech Creek Ministries, Inc.'s* ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decision of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of *Beech Creek Ministries, Inc.'s* internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about *Beech Creek Ministries, Inc.'s* ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal controls related matters that we identified during the audit.

SPD CPA Firm

SPD CPA Firm
Nashville, TN
June 21, 2024

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BEECH CREEK MINISTRIES, INC.
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2023

Assets		
Current assets		
Cash	$	32,485
Total current assets		32,485
Fixed Assets		
Vehicles		1,822
Accumulated Depreciation		(203)
Total fixed assets		1,619
Total assets	$	34,104
Liabilities and net assets		
Accounts Payable	$	2,301
Total liabilities		2,301
Net Assets		
Without Donor Restrictions		31,803
Total net assets		31,803
Total liabilities and net assets	$	34,104

The accompanying notes are an integral part of these financial statements.

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BEECH CREEK MINISTRIES, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2023

Grant Revenue	$	85,476
Contributions of Cash and other Financial Assets		22,324
Contributions of Non Financial Assets		8,500
Total Operating Revenue		116,300
Expenses		
Program Expenses		105,133
General and Administrative		4,454
Total Expenses		109,587
Change in Net Assets		6,713
Net Assets, Beginning of Year		25,090
Net Assets, End of Year	$	31,803

The accompanying notes are an integral part of these financial statements

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BEECH CREEK MINISTRIES, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2023

Cash flows from operating activities		
Increase in net assets	$	6,713
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation		203
Increase in accounts payable		2,301
Net cash used in operating activities		9,217
Cash flows from investing activities		
Purchase of fixed assets		(1,822)
Net cash used in investing activities		(1,822)
Cash flows from financing activities		-
Net increase in cash and cash equivalents		7,395
Cash and cash equivalents, beginning of year		25,090
Cash and cash equivalents, end of year	**$**	**32,485**

1087

The accompanying notes are an integral part of these financial statements.

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BEECH CREEK MINISTRIES, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2023

	Program Expenses	General and Administrative	Total
Auto	$ -	$ 896	$ 896
Business Expenses	-	455	455
Coat Giveaway	6,588	-	6,588
Contractors	7,850	-	7,850
Depreciation	203	-	203
Enhance Partners	10,838	-	10,838
Field Trips	492	-	492
Food	9,143	-	9,143
Marketing and Promotion	592	-	592
Meetings	-	87	87
Miscellaneous	-	15	15
Occupancy Costs - In-Kind	6,000	-	6,000
Payroll Tax	7,775	-	7,775
Professional Services	-	1,666	1,666
Program Expense	6,266	-	6,266
Salaries	33,901	-	33,901
Supplies	10,012	1,335	11,347
Supplies In-Kind	2,500	-	2,500
Transportation	2,973	-	2,973
Total Expenses	$ 105,133	$ 4,454	$ 109,587

The accompanying notes are an integral part of these financial statements

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NOTE 1---NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of the Organization

Beech Creek Ministries, Inc. ("BCM") is a non-profit organization established to assist in the educational, social and economical challenges faced by members of communities in the Northwest Nashville area. BCM's focus is on "at risk" youth in an effort to address and eliminate poverty and its effects through collaborative partnerships and innovative programs.

Programs

BCM Summer and After School Programs:

BCM Summer and After School Programs sets three clear intentions: to instruct, inform and inspire. Through instruction, the programs create a strong sense of self by engaging in activities and programs that promote healthy mindset and positive self-image. Youth are informed by continuous exposure to the arts, music, history, science and other current events. BCM Youth are inspired to make choices that allow them to take care of themselves and one other person.

Basis of Presentation

The financial statements have been prepared on the accrual basis of accounting and accordingly revenue is recognized when earned, support and promises to give are recognized when received and expenses are recorded when incurred.

The financial statements presentation follows the recommendations of the Financial Accounting Standard Board's Accounting Standard Codification (FASB ASC 958), Financial Statements of Not-for-Profit Organizations. Under FASB ASC 958, BCM is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Financial position and activities are classified based on the existence or absence of donor restrictions as follows:

> Net Assets Without Donor Restrictions — Net assets that are not restricted by purpose or time either temporarily or permanently by explicit donor stipulations or by law. Board designation does not constitute a donor restriction.
>
> Net Assets With Donor Restrictions — Net assets that are restricted by purpose or time either temporarily or permanently by explicit donor stipulations or by law

As of December 31, 2023, BCM had no net assets with donor restrictions.

Revenue, Support, and Expenses

BCM receives contributions from corporations and individual donors and recognizes revenue when cash or a firm promise to give is obtained.

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Contributions received are measured at their fair value and are reported as an increase in net assets. BCM reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

Expenses are recorded when incurred in accordance with the accrual basis of accounting.

Use of Estimates
The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents
For purposes of the statement of cash flows, BCM cash and cash equivalents consist of a checking account maintained at a financial institution.

Income Taxes
BCM is a tax-exempt entity under Section 501 (c) (3) of the Internal Revenue Code. Accordingly, no provision for income tax is considered necessary.

Fixed Assets
Disbursements for property and equipment are capitalized and reflected in the statement of financial position at cost. Expenditures for additions and major improvements are capitalized while those for maintenance and repairs are charged to expenses as incurred. Depreciation, which is reflected as an expense in the statement of activities, is computed on the straight-line method over the following estimated useful lives:

	Years
Computer equipment	5—7

NOTE 2--LIQUIDITY AND AVAILABILITY

As of December 31, 2023, BCM had $32,485 of financial assets available within one year of the statement of financial position date all consisting of cash and cash equivalents to meet general and operational needs. None of these financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditures within one year of the statement of financial position date.

NOTE 3— IN-KIND OCCUPANCY AND SUPPLY COSTS

BCM received donated office space, utilities, facility maintenance, and other occupancy related expenses for the operation of its program services totaling $6,000 as of December 31, 2023. Additionally, BCM received donated Ozobot kits totaling $2,500 as of December 31, 2023. These

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in-kind goods and services have been recorded at fair value as in-kind contributions on the statement of activities.

NOTE 4--SUBSEQUENT EVENTS

There were no subsequent events requiring disclosure as of June 21, 2024, the date management evaluated such events. June 21, 2024 is the date the financial statements were available to be issued.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This afterschool opportunity is funded by NAZA

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X)** NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

This afterschool opportunity is funded by NAZA

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6151 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND BETHLEHEM CENTERS OF NASHVILLE

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and Bethlehem Centers of Nashville.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6151, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:

   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.

   NAZA-funded summer program with Bethlehem Centers of Nashville will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)

2. Amend B.1. to extend the term of this contract through June 30, 2026.
3. Add **B.1.1.** Grantee is not entitled to payment under this amendment until grantee provides an updated audit. The date of issue for the audit must be after June 16, 2024. Grantee must provide the updated audit to Metro by August 18, 2025, or this amendment is void. Metro will not incur any liability for services rendered by grantee or payment to the grantee until an updated audit is received and accepted by Metro.

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4. Amend C.1. to increase **Metro's Maximum Liability** under this Grant Contract not to exceed **$208,400.00.** The **Maximum Liability** is increased due to additional allocation of **$104,200.00** for Fiscal Year 2026 Programing.
5. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.
6. All other clauses of contracts remain unchanged.

This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

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Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BE12ED741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY:

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: **Bethlehem Centers of Nashville**

By: Steven E. Flerl

Name
Title: Authorized Officer

Sworn to and subscribed to before me a Notary Public, this 10 day of June, 2025

Notary Public Jessica Upchurch

JESSICA UPCHURCH
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY
My Commission Expires Oct. 4, 2027

My Commission expires 10/4/27

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This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
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- Annex 4 – Minimum Standards for NAZA-Funded Partners,
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- Annex 6 – Performance Indicators,
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- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
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- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

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Travel/Conferences & Meetings	1,282.50	Cost covers airfares, registration, lodging to Trainings/conferences to support NAZA Afterschool Program/ 26% of total cost charged to NAZA Grant	5,000.00	TDMH
Insurance	0.00	Unit cost or % of total cost charged to this grant	3,700.00	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	2,750.00	114.58 per youth x 24 youth. The cost covers learning supplies, games, food, youth activities/30% of total cost charge to NAZA Grant	9,000.00	TDMH, Mem, UW
Transportation	0.00	Daily rate, number of days separated by afterschool and summer (if applicable)	0.00	
Field Trips	2,500.00	104.16 per youth x 24 youth for admission cost to local positive alternative field trips/29% of total cost charged to NAZA Grant	8,500.00	TDMH
Professional Fees/Enhancement partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class	3,500.00	UMW, TDMH
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed	0.00	
Indirect Cost	0.00	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.		
Total Non-personnel	**12,360.00**			
Afterschool sub-total	**32,520.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2024 and June 1- 30, 2025 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	21,760.00	4 staff members@$17 per/hr at 8hs per dayx 8 weeks for 5 days(Mon-Fri) (4 weeks in July 2025/4 wks in June 26)/42% of total cost charged to NAZA Grant	51,000.00	MDHA, TDMH
Benefits and Taxes	0.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant	0.00	
Total Personnel Expenses	**21,760.00**		**51,000.00**	
Office Supplies	2,194.00	Office supplies include copier paper, staples,general operational office supplies/46% of total cost charged to NAZA grant.	4,675.00	WEUMC, Mem
Communications	500.00	Phone (Office Landline.Cell Phone used for communication for NAZA purposes/ 41% of the total cost charged to NAZA Grant	1,200.00	UMW
Postage and Shipping	500.00	Postage for Mailouts to Summer Youth for July 2025 and Summer 2026 Summer Progs./ 50% of total cost charged to NAZA Grant	1,000.00	UW

Occupancy	7,750.00	Program occupancy and Space/ 23% of total cost charged to NAZA Grant	33,360.00	UMW, UW, Mem
Equipment Rental and Maintenance	2,000.00	Program equipment for Youth activties for July 2025 and June 2026 Summer Services/44% of total cost charged to NAZA Grant	4,500.00	TDMH
Printing and Publications	3,000.00	Associated cost for printing for NAZA Program including copier paper, toner for summer services/ 66% of total cost charged to NAZA grant	4,500.00	TDMH
Travel/Conferences & Meetings	7,100.00	NAZA travel to field trip destinations and bus rentals for students and airfare, registration associated with Conferences/78% of total cost charged to NAZA Grant	9,900.00	TDMH, WEUMC
Insurance	1,700.00	Insurance coverage-NAZA/ 23% of total cost charged to NAZA Grant	7,320.00	UMW
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	13,776.00	246.00 per youth x 28 youth for July 2025 and June 2026 (Summer Sessions) and fees associated with program learning supplies, games, food and youth activities/76% of total cost charged to NAZA Grant	18,078.00	TDMH, UW, Mem
Field Trips	8,400.00	$150 per youth x 28 youth for July 2025 and June 2026 (Summer Sessions) also includes admission fees to positive alternative activities summer field trips./67% of total cost chargd to NAZA Grant	12,470.00	WEUMC, TDMH
Professional Fees/Enhancement partners	3,000.00	Fees to support defraying expenses for enhancement partner activities rendered to NAZA students. 48% of total cost charged to NAZA grant	6,200.00	WEUMC, MDHA
Other Non-Personnel	0.00	Expenses to help defray cost expenses associated with bus rentals for local destinations with local Charter Bus Carrier at $600 per rental for (3) events total- $1,800.00	0.00	
Indirect Cost	0.00	**above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.**	0.00	
Total Non-personnel	**49,920.00**			
Summer sub-total	**71,680.00**			
TOTAL	**104,200.00**			
RECIPIENT		Steve E. Fleming		
AUTHORIZED SIGNATURE:		Steve E. Fleming		
TITLE		CEO		
DATE		1116 4/11/2025		

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NAZA Annex 8 - Target Program Locations (2025-2026)
Response ID: 21619
Submitted Date: 2025-03-18 21:55:01
Completion Time: 5 min. 37 sec.

Name of Organization
Bethlehem Centers of Nashville

Days of Week of Afterschool Program
4 days per week

Afterschool site plan
- Community Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
Stars of Bethlehem Afterschool Program

Name of Community Site Location
Bethlehem Centers of Nashville NAZA

Address of Community Program Site
1417 Charlotte Avenue, Nashville, TN 37203

Target School for Community Site
Park Avenue

Target School for Community Site
McKissack Middle School

Number of youths targeted for site
25

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3rd Party Transportation needed?
Yes

Summer Program Name
NAZA- Stars of Bethlehem Summer Enrichment Camp

Name of Summer Site Location
Bethlehem Centers of Nashville NAZA

Summer Location address
1417 Charlotte Avenue, Nashville, TN 37203

Number of summer youth targeted for site
28

Weeks of Programming

Days per Week of Summer Program
5 days per week

Hours per Day
8 hours

Programming Time Frame
7:30 AM-5:00 PM

Proposed months of Summer programming
Both

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements

By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Steve E. Fleming

Name: Steve E. Fleming

Title: CEO

Agency Name: Bethlehem Centers of Nashville

Date: 3/25/25

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Steve E. Fleming

Name: Steve E. Fleming

Title: CEO

Agency Name: Bethlehem Centers of Nashville

Date: 03/25/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

IRS Department of the Treasury
Internal Revenue Service
AUSC Mail Stop 6579
AUSTIN TX 73301-0038

In reply refer to: 0752794940
Apr. 28, 2023 LTR 4168C 0
62-0843073 000000 00
00013488
BODC: TE

BETHLEHEM CENTERS OF NASHVILLE
1417 CHARLOTTE AVE
NASHVILLE TN 37203-3413

016050

Employer ID number: 62-0843073
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Apr. 19, 2023, about your tax-exempt status.

We issued you a determination letter in April 1973, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

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0752794948

Apr. 28, 2023 LTR 4168C 0
62-0843073 000000 00
00013489

BETHLEHEM CENTERS OF NASHVILLE
1417 CHARLOTTE AVE
NASHVILLE TN 37203-3413

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,

Sheralyn C. Hanks

Sheralyn C. Hanks
Ops. Manager, AM Ops. 3005

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FILED

RECEIVED
STATE OF TENNESSEE
1992 AUG 20 PM 3:49
SECRETARY OF STATE

ARTICLES OF AMENDMENT TO THE CHARTER OF UNITED METHODIST NEIGHBORHOOD CENTERS, NASHVILLE, TENNESSEE

Pursuant to provisions of Section 48-60-105 of the Tennessee Nonprofit Corporation Act, the undersigned corporation adopts the following articles of amendment to its charter:

1. The name of the corporation is United Methodist Neighborhood Centers, Nashville, Tennessee.

2. The text of each amendment adopted is:

Section 1 of the Charter concerning the name of the corporation is deleted and the following is inserted in lieu thereof in order to change the name of the corporation to Bethlehem Centers of Nashville:

> 1. The name of the corporation is "Bethlehem Centers of Nashville."

The following is added as Section 8 of the corporation's Charter:

> 8. (a) The complete address of the corporation's initial registered office in Tennessee is 1417 Charlotte Avenue, Nashville, Tennessee 37203, County of Davidson.
>
> (b) The name of the initial registered agent, at the address listed in 8(a), is Allan F. Ramsaur.

3. The corporation is a nonprofit corporation.

4. The amendment was duly adopted on June 16, 1992 by the board of directors without members' approval, as such is not required.

5. Additional approval for the amendment as permitted by Section 48-60-301 of the Tennessee Nonprofit Corporation Act is not required.

6. This amendment is to be effective when these articles are filed by the Secretary of State.

UNITED METHODIST NEIGHBORHOOD CENTERS, NASHVILLE, TENNESSEE

Date: August 14, 1992

Allan F. Ramsaur, Secretary

63812/2-

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

State of Tennessee

Department of State

I, JOE C. CARR, Secretary of State of the State of Tennessee, do hereby certify that the annexed is a true and correct copy of the Certificate of Incorporation of UNITED METHODIST NEIGHBORHOOD CENTERS, NASHVILLE, TENNESSEE which was recorded in this office on January 4, 1971 in Corporation Record Book Volume 0-28, page 4050.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Great Seal of the State, at Nashville, this 17th day of May in the year of our Lord nineteen hundred 72

JOE C. CARR, Secretary of State

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

VOLUME 0-28, PAGE 4053

I, JOE C. CARR, Secretary of State, do certify that this Charter, with certificate attached, the foregoing of which is a true copy, was this day registered and certified to by me.

This the 4th day of January, 1971.

JOE C. CARR,
SECRETARY OF STATE

FEE: $10.00

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

State of Tennessee

Department of State

CERTIFICATE

The undersigned, as Secretary of State of the State of Tennessee, hereby certifies that the attached document was received for filing on behalf of UNITED METHODIST NEIGHBORHOOD CENTERS, NASHVILLE, TENNESSEE, *(Name of Corporation) was duly executed in accordance with the Tennessee General Corporation Act, was found to conform to law and was filed by the undersigned, as Secretary of State, on the date noted on the document.*

THEREFORE, the undersigned, as Secretary of State, and by virtue of the authority vested in him by law, hereby issues this certificate and attaches hereto the document which was duly filed on January Fourth, 19 70.

Secretary of State

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

CHARTER OF

UNITED METHODIST NEIGHBORHOOD CENTERS,

NASHVILLE, TENNESSEE

The undersigned natural person or persons, having capacity to contract and acting as the incorporator or incorporators of a corporation under the Tennessee General Corporation Act, adopt the following charter for such corporation:

1. The name of the corporation is "United Methodist Neighborhood Centers, Nashville, Tennessee."

2. The duration of the corporation is perpetual.

3. The address of the principal office of the corporation in the State of Tennessee shall be 2209-11 Buchanan Street, Nashville, Davidson County, Tn. 37208.

4. The corporation is not for profit.

5. The purpose for which the corporation is organized is to witness love and concern of the Church for people of the inner city neighborhoods by attempting to do the following:

(a) Use its resources effectively, in answer to priorities of need established in the outreach centers.

(b) Marshall community resources to implement community change when this is indicated by outreach center councils, staff or board.

(c) Provide laboratories for urban living by developing demonstration projects in housing, education, employment, etc.

(d) Encourage and support leadership growth and citizen-participation in the development of programs at the outreach centers.

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(e) Develop the outreach centers into multi-service centers, willing to experiment with new methods of delivering services.

(f) Cooperate with educational institutions, churches, welfare agencies and other organizations interested in working for better neighborhoods and a better community.

(g) Encourage action against racism, working for a just and inclusive society, in harmony with actions of the General Conference of The United Methodist Church.

(h) Provide necessary services not being offered by other community agencies.

(i) Work toward developing a strong sense of community in the neighborhood.

(j) Interpret to the supporting churches and the community the needs of the neighborhoods, the mission of the churches in meeting those needs, and the opportunity for service and support.

6. The members of the corporation shall be the members of the Board of Directors, as set forth in Article III of the Bylaws.

7. This corporation shall have all the authority and powers formerly possessed by Bethlehem Center, Centenary Methodist Center, Inc., and Wesley House Centers, Incorporated; but the corporate charters and legal existence of those corporations shall be maintained and kept in effect.

DATED December 31st, 1970.

J. C. Murphy

Hyacinth B. Kohn

George H. Cate Jr.

Incorporators

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Secretary of State
Co[illegible]ions Section
James K. Polk Building, Suite 1800
Nashville, Tennessee 37243-0306

BOOK 8708 PAGE 189

DATE: 08/20/92
REQUEST NUMBER: 2531-0007
TELEPHONE CONTACT: (615) 741-0537
FILE DATE/TIME: 08/20/92 1549
EFFECTIVE DATE/TIME: 08/20/92 1549
CONTROL NUMBER: 0086334

TO:
FARRIS WARFIELD & KANADAY
19TH FLOOR
3RD NATL FIN. CENTER
NASHVILLE, TN 37219

RE:
BETHLEHEM CENTERS OF NASHVILLE
CHARTER AMENDMENT

THIS WILL ACKNOWLEDGE THE FILING OF THE ATTACHED DOCUMENT WITH AN EFFECTIVE DATE AS INDICATED ABOVE.

WHEN CORRESPONDING WITH THIS OFFICE OR SUBMITTING DOCUMENTS FOR FILING, PLEASE REFER TO THE CORPORATION CONTROL NUMBER GIVEN ABOVE.

PLEASE BE ADVISED THAT THIS DOCUMENT MUST ALSO BE FILED IN THE OFFICE OF THE REGISTER OF DEEDS IN THE COUNTY WHEREIN A CORPORATION HAS ITS PRINCIPAL OFFICE IF SUCH PRINCIPAL OFFICE IS IN TENNESSEE.

2716 08/21 0101 03CHECK 5.0

3 8 6 1 9

IDENTIFY REFERENCE

AUG 21 11 13 AM '92

[illegible] WILSON TRUE REGISTER
DAVIDSON COUNTY, TN

FOR: CHARTER AMENDMENT

ON DATE: 08/20/92

FROM:
FARRIS WARFIELD & KANADAY (3RD NATL FIN
3RD NAT'L FIN CENTER
19TH FLOOR
NASHVILLE, TN 37219-0000

	FEE	TAX
RECEIVED:	$10.00	$10.00

TOTAL PAYMENT: $20.00

RECEIPT NUMBER: 00001398692
ACCOUNT NUMBER: 00000448

Bryant Millsaps

BRYANT MILLSAPS
SECRETARY OF STATE

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

March 19, 2025

Mr. STEVE FLEMING
1417 CHARLOTTE AVE.
NASHVILLE, TN 37203 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: BETHLEHEM CENTERS OF NASHVILLE
CO Number: CO119
Renewal Date: 12/31/2025

Dear Mr. STEVE FLEMING :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

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BETHLEHEM CENTERS OF NASHVILLE

FINANCIAL STATEMENTS AND INDEPENDENT ACCOUNTANT'S REVIEW REPORT

JUNE 30, 2024

BELLENFANT
CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

BETHLEHEM CENTERS OF NASHVILLE

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Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

BELLENFANT
CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS
Professional Accounting & Consulting Services

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Directors
Bethlehem Centers of Nashville
Nashville, Tennessee

We have reviewed the accompanying financial statements of Bethlehem Centers of Nashville (a nonprofit organization) which comprise the statement of financial position as of June 30, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Bethlehem Centers of Nashville and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modification that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Bellenfant, PLLC

Nashville, Tennessee
December 16, 2024

2919 Berry Hill Drive • Nashville TN 37204 • Tel: 615.370.8700 • Fax: 615.370.4475 • www.BellenfantCPA.com

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BETHLEHEM CENTERS OF NASHVILLE
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2024

ASSETS

CURRENT ASSETS	
Cash and Cash Equivalents	$ 320,242
Accounts Receivable	4,836
Investments	9,749
Prepaid Expenses	3,581
Total Current Assets	338,408
FIXED ASSETS	
Land, Buildings and Equipment	1,388,931
Leasehold Improvements	560,545
Fixed Assets, Gross	1,949,476
Less: Accumulated Depreciation	(1,917,502)
Fixed Assets, Net of Accumulated Depreciation	31,974
OTHER ASSETS	
Computer Software	66,917
Less: Accumulated Depreciation	(55,286)
Other Assets, net of Accumulated Depreciation	11,631
Total Assets	$ 382,013

The accompanying notes are an integral part of these financial statements.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

BETHLEHEM CENTERS OF NASHVILLE
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2024

LIABILITIES AND EQUITY

CURRENT LIABILITIES	
Accounts Payable	$ 14,091
Unearned Revenue	25,000
Total Current Liabilities	39,091
NET ASSETS	
Net Assets Without Donor Restrictions	342,922
Total Net Assets	342,922
Total Liabilities and Net Assets	$ 382,013

The accompanying notes are an integral part of these financial statements.

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BETHLEHEM CENTERS OF NASHVILLE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2024

NET ASSETS WITHOUT DONOR RESTRICTIONS

SUPPORT AND REVENUE

Contributions and Grants	$ 302,256
United Way	228,686
State and Local Government Awards	188,967
Interest and Dividends	6,469
Unrealized Gain (Loss) from Investment	498
Rental Income	60,300
Event Income	650
Employee Retention Tax Credit	95,475
Total Support and Revenue	883,301

EXPENSES

Program Services	
Adult Development	231,858
Youth Development	161,580
Community Outreach	161,580
Total Program Services	555,018
Supporting Services	
Management and General	258,605
Fundraising	5,000
Total Supporting Services	263,605
Total Expenses	818,623
Change in Net Assets	64,678
Net Assets, Beginning of Year	278,244
Net Assets, End of Year	$ 342,922

The accompanying notes are an integral part of these financial statements

BETHLEHEM CENTERS OF NASHVILLE
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2024

	Program Services			Supporting Services		
	Adult Development	Youth Development	Community Outreach	Management and General	Fundraising	Total
Salaries	$ 86,424	$ 86,424	$ 86,424	$ 86,424	$ 5,000	$ 350,696
Payroll Taxes	-	-	-	20,338	-	20,338
Employee Benefits	-	-	-	14,388	-	14,388
Occupancy	14,030	14,030	14,030	14,030	-	56,120
Supplies and Materials	33,135	33,135	33,135	33,135	-	132,540
Contract Labor	5,755	5,755	5,755	5,755	-	23,020
Food	70,278	-	-	-	-	70,278
Building Maintenance and Repairs	5,816	5,816	5,816	5,816	-	23,264
Equipment Rent and Maintenance	5,934	5,934	5,934	5,934	-	23,736
Professional Fees	-	-	-	36,278	-	36,278
Insurance	-	-	-	19,603	-	19,603
Depreciation	-	-	-	5,991	-	5,991
Telephone	6,418	6,418	6,418	6,418	-	25,672
Postage	-	-	-	427	-	427
Travel	2,879	2,879	2,879	2,879	-	11,516
Other	1,189	1,189	1,189	1,189	-	4,756
Total Expenses	$ 231,858	$ 161,580	$ 161,580	$ 258,605	$ 5,000	$ 818,623

The accompanying notes are an integral part of these financial statements

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BETHLEHEM CENTERS OF NASHVILLE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2024

CASH FLOWS FROM OPERATING ACTIVITIES	
Net Income	$ 64,678
Adjustments to reconcile net income to net cash provided (used) by operations:	
Depreciation	5,991
(Increase) Decrease in:	
Accounts Receivable	40,551
Unrealized (Gain) Loss on Investments	(802)
Prepaid Expenses	(384)
Increase (Decrease) in:	
Accounts Payable	(2,606)
Credit Cards Payable	(1,585)
Unearned Revenue	(5,000)
Net Cash Provided (Used) by Operating Activities	100,843
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchases of Fixed Assets	(31,008)
Net Cash Provided (Used) by Investing Activities	(31,008)
Net Increase (Decrease) in Cash	69,835
Cash and Cash Equivalents, Beginning of Year	250,407
Cash and Cash Equivalents, End of Year	$ 320,242

The accompanying notes are an integral part of these financial statements.

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BETHLEHEM CENTERS OF NASHVILLE
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization and Purpose

Bethlehem Centers of Nashville (the "Organization") is a nonprofit corporation established in Nashville, Tennessee in 1971 that provides programs designed to empower at-risk children and adults. The Organization's activities are funded from various sources. As a United Methodist Mission Agency, the Organization receives church-related funding and support as well as contributions from foundations and individuals. In addition, the Organization receives support from United Way and participates in grants and awards from governmental agencies and other organizations. A brief description of the Organization's programs are as follows:

Adult Development – Serves adults of at-risk families by providing workforce development, serves homebound and disabled senior adults by providing meals, and serves senior adults with activities that promote health, wellness, and empowerment.

Youth Development – Serves at-risk youth by promoting self-esteem, team and job readiness/development, alcohol and drug prevention, and providing academic support and recreational activities.

Community Outreach –Serves at-risk families by providing emergency food boxes, the Christmas Toy Store, educational programs, family counseling, internships, volunteer opportunities, information, advocacy, referrals, and the Family Resource Center.

Basis of Accounting

The financial statements of Bethlehem Centers of Nashville are maintained and presented on the accrual basis of accounting. Revenues are generally recognized when earned and expenses are generally recognized when incurred.

Financial statement presentation follows the requirements of the Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic related to Presentation of Financial Statements of Not-for-Profit Associations. Under the FASB Accounting Standards Codification, the Organization is required to report information regarding its financial position and activities according to two classes of net assets; net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions:
These are net assets that are not subject to donor-imposed stipulations. The Organization had $342,922 of net assets without donor restrictions as of June 30, 2024.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net assets with donor restrictions:
These are net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or the passage of time. This classification also includes net assets subject to donor-imposed stipulations that may be maintained permanently by the Organization. Generally, donors of these assets permit the Organization to use all or part of the income earned for general or specific purposes. The Organization had no net assets with donor restrictions as of June 30, 2024.

Cash and Cash Equivalents

For purposes of the statement of cash flows, Bethlehem Centers of Nashville considers all highly liquid investments with a maturity of 90 days or less when purchased to be cash equivalents. As of June 30, 2024, the Organization had no cash equivalents.

Accounts Receivable

Accounts receivable are reported at their estimated collectible amounts. They are periodically evaluated for collectability based on management's assessment of each account. An allowance for doubtful accounts is established as losses are estimated to have occurred through recognition of bad debt expense. When management confirms the uncollectibility of an account receivable, such amount is charged off against the allowance for doubtful accounts. No allowance for doubtful accounts was recorded at June 30, 2024.

Prepaid Expenses

Prepaid expenses consists of insurance expenses which are paid in advance.

Fixed Assets

Fixed assets consists of Buildings and Equipment and Leasehold Improvements. Purchases above $500 are recorded at cost. Depreciation is provided in amounts necessary to allocate the cost of assets over their estimated useful lives using the straight-line method. The estimated useful lives of all major classes of fixed assets are as follows:

Buildings and Building Improvements	5-40 years
Furniture and Equipment	5-15 years
Computers	5 years

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue and Revenue Recognition

Revenue Recognition - The Organization's revenue recognition policies are as follows:

Contributions are recognized when received as contributions without restriction if specified for the current period and there are no donor-imposed restrictions. Contributions specified for future periods or with donor-imposed restrictions are recognized in the period received as contributions with restrictions. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions are satisfied in the year in which the contributions are recognized.

Performance Obligations and Revenue Recognition - A performance obligation is a promise in a contract to transfer a distinct good or service to the customer and is the unit of account under ASC 606. The transaction price is allocated to each distinct performance obligation and recognized as revenue when, or as, the performance obligation is satisfied. The Organization's revenue within the scope of ASC 606 consists of contributions and campaigns. The contract obligations related to these services are satisfied when the services are rendered.

Practical Expedients and Exemptions - There are several practical expedients and exemptions allowed under ASC 606 that impact timing of revenue recognition and disclosures. There were no practical expedients or exemptions that were applied for the year ended June 30, 2024.

Revenues from non-exchange transcations (contributions) may be subject to conditions, in the form of both a barrier to entitlement and a refund of amounts paid (or a release from obligation to make future payments). Revenues from conditional non-exchange transactions are recognized when the barrier is satisfied.

In general, the Organization's agreements have an expected duration of one year or less and the consideration from the members is an amount that corresponds directly with the value received by the members to date.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from estimates.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Donated Services and Goods

Donated services and goods are recognized if they create or enhance non-financial assets, or the donated service requires specialized skills, was performed by a donor who possesses such skills, and would have been purchased by the Organization if not donated. Such services are recognized at fair value as support and expensed in the period the services are performed.

Members of the Board of Directors have provided substantial assistance to the Organization by donation of time and services. The value of this contribution is not reflected in the financial statements since it is not susceptible to objective measurement of valuation.

Allocation of Functional Expenses

Expenses that can be directly attributed to a particular function are charged to that function. Accordingly, certain costs have been categorized based on specific identification of costs incurred or allocated as determined by management.

The expenses that are allocated include the following:

Expense	Method of Allocation
Salaries and related expenses	Time and Effort
Contract Labor	Time and Effort
Depreciation	Square Footage
Occupancy	Time and Effort
Insurance	Policy Coverage

Compensated Absences

Compensated absences for sick pay and personal time have not been accrued since the Organization's policy is to recognize these costs when actually paid. There were no accrued compensated absences for the year ended June 30, 2024.

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2. AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Organization's financial assets as of June 30, 2024, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the balance sheet date:

Cash and Cash Equivalents	$	329,991
Accounts Receivable		4,836
Prepaid Expenses		3,581
Financial assets available to meet cash needs for general expenditures within one year	$	338,408

There is an adequate amount of financial assets available as of June 30, 2024. The Organization effectively manages its liquid available resources to meet cash needs for general expenditures within one year of the balance sheet date.

3. CONCENTRATION OF CREDIT RISK

The Organization receives a substantial amount of its support through governmental fees and awards from private foundations. A significant reduction in the level of this support, if it were to occur, could have a substantial effect on the programs and services of the Organization.

Financial instruments that potentially subject the Organization to concentrations of credit risk consist principally of cash on deposit. Cash deposits are in financial institutions in Tennessee and, at times, may exceed federally insured amounts. As of June 30, 2024, the cash accounts exceeded the Federal Deposit Insurance Corporation limit of $250,000 by $100,994. However, Management believes that the credit risk related to these deposits is minimal.

4. UNEARNED REVENUE

Unearned revenue includes private grants that have not yet been earned. Unearned revenue for each year amounted to:

For the year ended June 30, 2024	$	25,000
Total	$	25,000

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5. FIXED ASSETS

A summary of fixed assets as of June 30, 2024 is as follows:

Building and Land	$ 859,802
Improvements	560,545
Furniture and Equipment	520,860
Vehicles	8,270
Computers and Software	66,917
Less: Accumulated Depreciation	(1,972,788)
Total Fixed Assets	$ 43,605

Land, parking lots, and certain structures are leased through December 2027 from the Women's Division of the General Board of Global Ministries at no cost to the Organization. The value of the use of these properties is not readily determinable and therefore not included in the accompanying financial statements.

6. FAIR VALUE OF INVESTMENTS

Bethlehem Centers of Nashville accounts for investments in accordance with FASB Accounting Standards Codification topic relating to Accounting for Certain Investments Held by Not-for-Profit Associations. Under FASB Accounting Standards Codification, investments in marketable securities with readily determinable fair values and all investments in debt securities are valued at their fair market values in the statement of financial position. Unrealized gains and losses are included in the statement of activities.

Bethlehem Centers of Nashville's investments are reported at fair value in the accompanying statements of financial position.

	Fair Value Measurements at June 30, 2024			
	Fair Value	Quoted Prices In Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Equities	$ 9,749	$ 9,749	$ -	$ -
	$ 9,749	$ 9,749	$ -	$ -

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

6. FAIR VALUE OF INVESTMENTS (CONTINUED)

The Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic related to Fair Value Measurements, establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority, Level 2 inputs consist of observable inputs other than quoted prices for identical assets, and Level 3 inputs have the lowest priority. The Board uses the appropriate valuation techniques based on the available inputs to measure the fair value of its investments. Level 3 inputs were only used when Level 1 or Level 2 inputs were not available.

Level 1 Fair Value Measurements - The fair value of the investments are based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date.

Level 2 Fair Value Measurements - The fair value of the investments are based on inputs other than quoted prices within Level 1 that are observable for the asset, either directly, or indirectly.

Level 3 Fair Value Measurements - The fair value of the investments are based on at least one significant unobservable input.

7. STATE AND LOCAL GOVERNMENT AWARDS

Funds received under the Grants from Tennessee Department of Mental Health, MDHA, Metro Government of Nashville Davidson County, and The State of Tennessee are to be primarily used for Youth Development and Community Outreach. As of June 30, 2024, state and local awards was composed

State and Local Government Awards	$ 188,967
Total Grants Received	$ 188,967

8. INCOME TAXES

Bethlehem Centers of Nashville has qualified for tax-exempt status under Section 501(c)(3) of the Internal Revenue Code. It has been classified as a Non Profit Organization that is not a private foundation.

The Organization files a U.S. Federal Form 990-Return of Organization Exempt from Income Tax. The Organization's returns for the years prior to fiscal year ended June 30, 2021 are no longer open for examination.

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8. INCOME TAXES (CONTINUED)

The Organization has evaluated its tax positions in accordance with the Codification Standard relating to Accounting for Uncertainty in Income Taxes. The Organization believes that it has taken no uncertain tax positions.

9. LINE OF CREDIT

The Organization has a line of credit agreement with a financial institution that allows for borrowings up to $50,000. The line of credit bears interest at a variable rate based on the prime rate (7.25% at June 30, 2021); is secured by balances held by the lender; and matures on demand at lender's sole discretion. No balances were outstanding on this line of credit as of June 30, 2024.

10. SUBSEQUENT EVENTS

Subsequent events have been evaluated through December 16, 2024, which is the date the financial statements were available to be issued.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This afterschool opportunity is funded by NAZA

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

This afterschool opportunity is funded by NAZA

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6261 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND DYMON IN THE ROUGH

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and DYMON in the Rough.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6261, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:
   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with DYMON in the Rough will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)

2. Amend Clause B.1. to extend the term of this contract through June 30, 2026.

3. Amend C.1.**Maximum Liability** under this Grant Contract not to exceed **$261.620.00.** this Grant **The Maximum Liability** is increased due to additional allocation of **$131,310.00** for Fiscal Year 2026 Programing.

4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

respective extension and thereby amend all dates to 2025-2026.

5. All other clauses of contracts remain unchanged.

This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

[BALANCE OF PAGE IS INTENTIONALLY LEFT BLANK]

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jennifer Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: DYMON in the Rough

By: Brittany Bowers Tyler

Name Brittany Bowers Tyler
Title: Authorized Officer Chief Executive Officer

Sworn to and subscribed to before me a Notary Public, this 18th day of April, 2025

Notary Public Deborah Rolman

DEBORAH ROLMAN
STATE OF TENNESSEE NOTARY PUBLIC
COUNTY OF DAVIDSON
My Comm. Expires 01/04/2027

My Commission expires 01/04/2027

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respective extension and thereby amend all dates to 2025-2026.

5. All other clauses of contracts remain unchanged.

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- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

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[BALANCE OF PAGE IS INTENTIONALLY LEFT BLANK]

Professional Fees/Enhancement partners	300.00	$300 Enhancement Partners ($100 x 3 sessions) 25% of total cost			
Other Non-Personnel	0.00				
Indirect Cost	0.00	**Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.**			
Total Non-personnel	**6,631.00**				
Summer sub-total	**19,200.00**				
TOTAL	**131,310.00**				
RECIPIENT	Brittany Tyler				
AUTHORIZED SIGNATURE:					
TITLE	Chief Executive Officer				
DATE	4/18/2025				

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

NAZA Annex 8 - Target Program Locations (2025-2026)
Response ID: 21767
Submitted Date: 2025-03-31 22:30:56
Completion Time: 35 min. 22 sec.

Name of Organization
DYMON in the Rough (Dynamic Young Minorities of Nashville)

Days of Week of Afterschool Program
4 days per week

Afterschool site plan
- School Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
DYMON

Name of School Site Location
H.G.Hill Middle

Address of School Program Site
150 Davidson Rd. Nashville, TN 37205

School Partnership Level
Renewing Partnership

Number of youths targeted for site
28

Transportation needed?
Yes

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Name of School Site Location
Haynes Middle

Address of School Program Site
510 W Trinity Ln, Nashville TN, 37207

School Partnership Level
Renewing Partnership

Number of youths targeted for site
27

Transportation needed?
Yes

Name of School Site Location
Madison Middle

Address of School Program Site
300 W Old Hickory Blvd, Nashville, TN 37115

School Partnership Level
Renewing Partnership

Number of youths targeted for site
27

Transportation needed?
Yes

Summer Program Name
DYMON Summer QUAD

Name of Summer Site Location
Riverside Nashville

Summer Location address
800 Youngs Lane, Nashville, TN 37207

Number of summer youth targeted for site
30

Weeks of Programming
4 weeks

Days per Week of Summer Program
4 days per week

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Hours per Day
5 hours

Programming Time Frame
9:00am-2:00pm

Proposed months of Summer programming
June 2026

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name DYMON in the Rough (Dynamic Young Minorities of Nashville)

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: _____

Name: Brittany Tyler

Title: Chief Executive Officer

Agency Name: DYMON in the Rough (Dynamic Young Minorities of Nashville)

Date: 3/31/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name: DYMON in the Rough (Dynamic Young Minorities of Nashville)

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: _____

Name: Brittany Tyler

Title: Chief Executive Officer

Agency Name: DYMON in the Rough (Dynamic Young Minorities of Nashville)

Date: 3/31/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 17 2014

DYNAMIC YOUNG MINORITIES OF
NASHVILLE - IN THE ROUGH
C/O BRITTANY BOWERS
208 TRAILWAY CIR
NASHVILLE, TN 37207-6004

Employer Identification Number:
46-1319844
DLN:
17053031346033
Contact Person:
SHAUNA K SCHMIDT ID# 75089
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
No
Effective Date of Exemption:
November 15, 2012
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

DYNAMIC YOUNG MINORITIES OF

Sincerely,

Tamera Ripperda

Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Received by Tennessee Secretary of State Tre Hargett, 11/15/2012, 09:17:21, 7115.06

State of Tennessee

Department of State
Corporate Filings
312 Rosa L. Parks Avenue
6th Floor, William R. Snodgrass Tower
Nashville, TN 37243

CHARTER
(Nonprofit Corporation)

For Office Use Only

The undersigned acting as incorporator(s) of a nonprofit corporation under the *Tennessee Nonprofit Corporation Act* adopts the following Articles of Incorporation.

1. The name of the corporation is: D-Y-M-O-N In The Rough (Dynamic Young Minorities of Nashville)

2. Please complete all of the following sentences by checking one of the two boxes in each sentence:
This corporation is a ☑ public benefit corporation / ☐ mutual benefit corporation.
This corporation is a ☐ religious corporation / ☑ not a religious corporation.
This corporation will ☑ have members / ☐ not have members.

3. The name and complete address of the corporation's initial registered agent and office in Tennessee is:
Brittany Bowers 208 Trailway Circle Nashville TN 37207 USA
Name *Street Address* *City* *State* *Zip Code* *County*

4. List the name and complete address of each incorporator:
Brittany Bowers 208 Trailway Circle Nashville TN 37207 USA
Name *Street Address* *City* *State* *Zip Code*

Name *Street Address* *City* *State* *Zip Code*

Name *Street Address* *City* *State* *Zip Code*

5. The complete address of the corporation's principal office is:
208 Trailway Circle Nashville TN 37207 USA
Street Address *City* *State/Country* *Zip Code*

6. The corporation is not for profit.

7. If the document is not to be effective upon filing by the Secretary of State, the delayed effective date and time are:
Date _____, _____ Time _____ (Not to exceed 90 days.)

8. Insert here the provisions regarding the distribution of assets upon dissolution: All assets will be given to Brittany Bowers to go toward the Brittany Bowers Beauty & Brains Scholarship Competition.

9. Other provisions: Other assets may be divided among Brittany Bowers and Riverside Seventh Day Adventist Church depending on the assets. Brittany Bowers will determine what is divided.

Brittany Bowers
Signature Date

Incorporator's Signature

Incorporator's Name (typed or printed)

SS-4418 (Rev. 9/04) **Filing Fee: $100** RDA 1678

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

March 28, 2025

Mrs. BRITTANY TYLER
PO BOX 330816
NASHVILLE, TN 37203 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: D-Y-M-O-N IN THE ROUGH (DYNAMIC YOUNG MINORITIES OF NASHVILLE)
CO Number: CO40565
Renewal Date: 06/30/2025

Dear Mrs. BRITTANY TYLER :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024128472

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/charities

CO Number: CO40565
Filed: 11/03/2024 10:45 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: D-Y-M-O-N IN THE ROUGH (DYNAMIC YOUNG MINORITIES OF NASHVILLE)
Legal entity type of the Organization: Corporation

FEIN: 46-1319844

Initial Registration Date: 05/05/2021 **Renewal Date:** 06/30/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established
Date: 11/15/2012 **Country:** USA **City/State:** NASHVILLE, TN **County:** Davidson

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
208 TRAILWAY CIRCLE
USA, NASHVILLE, TN 37207

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
PO BOX 330816
USA, NASHVILLE, TN 37203

Contact Information for the Charitable Organization
Contact Name: Mrs. BRITTANY TYLER
Telephone Number: (615) 578-9944
Email: brittanytyler@dymon.org **Website:** www.dymon.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

O - Youth Development

The charitable purpose of the organization

Mission: To provide a safe haven for inner city and minority youth as we refine, enrich, and empower them through scholarships, mentorship, and community outreach.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Government Grants	$ 231,580.00
Total Revenue	$ 539,268.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Adesuwa Greene
3015 Lebanon Pike Apt 102
Nashville, TN 37214, USA
Title(s): Board Member

Brandon Bowers
612 Sugar Mill Dr.
Nashville, TN 37211, USA
Title(s): President

Brittany Tyler
3745 Belle Oaks Drive
Antioch, TN 37013, USA
Title(s): Chief Executive Officer, Custodian of Contributions, Custodian of Final Distributions, Board Member

Deborah Bowers
208 Trialway Cirlce
Nashville, TN 37207, USA
Title(s): Board Member

DIEDRE ORR
208 TRAILWAY CIRCLE
NASHVILLE, TN 37207
Title(s): Board Member

TIFFANY LEE
208 TRAILWAY CIRCLE
USA, NASHVILLE, TN 37207
Title(s): Vice President

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

1182

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Brittany Tyler

Date: 10/30/2024

Title: Chief Executive Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Tiffany Lee

Date: 11/02/2024

Title: Vice President

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 10/25/2024 **Invoice:** 2024-08380

Customer Information

Mrs. BRITTANY TYLER
D-Y-M-O-N IN THE ROUGH (DYNAMIC YOUNG MINORITIES OF NASHVILLE)
PO BOX 330816
NASHVILLE, TN 37203 , USA

Tracking Number	Description	Amount Paid
2024128472	D-Y-M-O-N IN THE ROUGH (DYNAMIC YOUNG MINORITIES OF NASHVILLE) (CH Filing Late Fee)	$ 50.00
2024128472	D-Y-M-O-N IN THE ROUGH (DYNAMIC YOUNG MINORITIES OF NASHVILLE) (CH Charitable Renewal)	$ 10.00

Payment Details

Fee Total:	$ 60.00
Payment Total:	$ 0.00
Amount Due:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3884413088,3885144577

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DYNAMIC YOUNG MINORITIES OF NASHVILLE

Internal Audit Report Date: 8.8.2024

Author: Richard Nzeribe,
Independent Auditor CPA (25F87)

Table of Contents

1. **Introduction**
   - **Audit Scope**

This report summarizes an Independent internal audit results for DYNAMIC YOUNG MINORITIES OF NASHVILLE covering the period from July 2022- June 2023. The audit encompasses an examination of the organization's financial, operational, and compliance aspects. The purpose of the audit is to ensure the accuracy and reliability of the organization's financial statements, evaluate the effectiveness and efficiency of operational processes, confirm compliance with legal and regulatory requirements, and analyze the effectiveness and efficiency of the usage of allocated funds.

- **Audit Objectives**

Ensure the accuracy and reliability of the organization's financial statements.

Evaluate the effectiveness and efficiency of operational processes.

Confirm compliance with legal and regulatory requirements.

Analyze the effectiveness and efficiency of the usage of allocated funds.

Assess the organization's financial performance, growth potential, and cost projections.

Estimate future cost needs to ensure the organization's sustainability.

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2. **Methodology**
   - Audit Techniques Used

Document review

Analytical procedures and data analysis

Observation and fieldwork

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- Audit Process

The audit process included preparation, data collection, analysis, reporting, and presentation of findings. During the audit process, internal control systems and risk management processes were assessed to ensure that the organization operates efficiently and effectively.

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3. **Findings**
   - Financial Review

July 2022- June 2023
During the activity period, $115,136.78 was raised through direct public support, special events (fashion shows) and individual and business contributions.

Tennessee Department of Education grant number 23-CBO-108000, with a start date of 7.01.2022 and end date of 6.30.2023, totaling $176,800.

Grants totaling $274,634 were received from Memorial foundation, NAZA, 21st Century Community Learning Centers, Maddox, Find Design/ I'm Bossy, Healing Trust, Holloway Family Foundation, Joe C Davis and Black girl.

Total revenues for the period July 2022 - June 2023 amounted to $566,570.78.

General administrative expenses $60,444.53

Education expenses $369,119.60

Travel expenses $59,394.85

Fundraising expenses $12,119.06

Gift expenses $2,805.65

Total expenses for the period July 2022- June 2023 amounted to $503,883.69

- Operational Review

In the relevant fiscal year, the share of expenditures in total expenditures was as

follows; Education expenditures represent 73% of total expenditures,

General administrative expenditures represent 12% of total expenses.

Travel expenditures represent ~12% of total expenses

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Fundraising expenses represent 2.4% of total expenses

General administrative expenses account for 7% of total expenses when separated from fundraising costs.

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4. **Evaluation and Conclusions**
    - Actual Performance and Interpretation of Usage

As a nonprofit organization, DYMON in the Rough has allocated 77% of its funds to educational activities, in line with the goals stated at its founding. Compared to the previous fiscal year, it has reduced its administrative expenses by 1% and provided additional resources for education.
Last year, fundraising expenses were 1%, but in the current fiscal year, they have increased to 2.4%. However, this has successfully broadened the scope of funding sources.

- Profitability and Growth Assessment

Although it is not possible to talk about the net profit of non-profit organizations, DYMON in the Rough used its resources efficiently in the fiscal year July 2022- June 2023 and transferred 11% of its funds to other operating periods. The organization has effectively capitalized on the momentum gained in 2020 and continues to grow steadily. Income items appear realistic, reflecting the organization's fundraising and grant activities.

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5. **Recommendations**

The proportion of scholarships within educational expenditures decreased from 4.5% in the previous fiscal year to 2.2%. In the future years, emphasis should be placed on scholarship programs to increase their share of expenditures and achieve sustainable growth. Expense items are generally realistic; however, the Travel Expenses account appears higher than expected because the Local/Daily Travel subaccount constitutes 71% of total travel expenses. This should be noted in the income statement footnotes.

A review of DYMON in the Rough's website revealed that the annual earnings figure for 2022-2023 was misstated.

Total revenue, which should have been $566,570.78, was reported as $556,570.78. As non-profit organizations are required by the principle of transparency and accountability to report their revenues accurately, it is recommended that this error be corrected.

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6. **Future Cost Estimates**

Assuming a growth target of 10% for total expenditures, the new total budget would be:

Projected Total Expenses: $503,883.69 * 1.10 = $554,272.06

Projected Expense Breakdown:

Education Expenses:

- Current: $369,119.60
- Projected (keeping the same proportion): $554,272.06 * 73% = $404,616.30

General Administrative Expenses:

- Current: $60,444.53
- Projected (keeping the same proportion): $554,272.06 * 12% = $66,512.65

Travel Expenses:

- Current: $59,394.85
- Suggested Reduction: To align with a cost-saving strategy, aim for a reduction. For example, reducing travel expenses by 10%:

Decrease Calculation: $59,394.85 * 90% = $53,455.37

Thus, the projected travel expenses should be approximately $53,455.37, reflecting a decrease instead of an increase.

Fundraising Expenses:

- Current: $12,119.06
- Projected (keeping the same proportion): $554,272.06 * 2.4% = $13,330.96

Gift Expenses:

- Current: $2,805.65
- Projected (keeping the same proportion): $554,272.06 * 0.56% = $3,106.13

Summary of Projected Expenses for Next Fiscal Year:

- Education Expenses: $404,616.30
- General Administrative Expenses: $66,512.65
- Travel Expenses: $66,512.65
- Fundraising Expenses: $13,330.96
- Gift Expenses: $3,106.13

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These projections ensure that the proportionate allocation remains consistent with the previous year while accommodating a 10% growth target in total expenditures. Adjustments can be made based on strategic priorities or changes in funding.

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7. **Conclusion**

Auditor independence is a cornerstone of the auditing profession, ensuring that auditors provide unbiased and professional opinions on the financial statements. Independence in fact and appearance is crucial, as it supports user reliance on the financial reporting process and enhances capital market efficiency. We as indepent auditor conclusion is the funds have been used correctly and effectively in accordance with the objectives of the non-profit organization. This Independent internal audit indicates that DYMON in the Rough has robust internal control systems and effectively utilizes awarded funds. While there are areas for improvement, the organization is on a solid path toward achieving its mission to provide a safe haven for inner-city and minority youth through scholarships, mentorships, and community outreach.

8. **Appendices**

- Appendix 1: Relevant Documents

Profit & Loss Jul 2022 - Jun 2023

Tennessee Department of Education grant number 23-CBO-108000 cohort 2018

Tennessee Department of Education grant number 23-CBO-108000 cohort 2022

Regions Bank Account 0244311605 Statements

Regions Bank Account 0177996976 Statements

Sincerely,

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This afterschool opportunity is funded by NAZA

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

This afterschool opportunity is funded by NAZA

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

This summer programming opportunity is funded by NAZA

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AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6155 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND GLOBAL OUTREACH DEVELOPMENTS (G.O.D.) INTERNATIONAL

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and Global Outreach Developments (G.O.D.) International.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6155, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:
   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with Global Outreach Developments (G.O.D.) International will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)

2. Amend Clause B.1. to extend the term of this contract through June 30, 2026.

3. Amend Clause C.1. to increase **Metro's Maximum Liability** under this Grant Contract not to exceed **$484,630**.00. The **Maximum Liability** is increased due to additional allocation of $**242,815.00 f**or Fiscal Year 2026 programming.

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4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.

5. All other clauses of contracts remain unchanged.

This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

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Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Global Outreach Developments International

By: Jennifer M. Nyago

Name JENNIFER M. NYAGO
Title: Authorized Officer EXECUTIVE SECRETARY

Sworn to and subscribed to before me a Notary Public, this 21 day of April, 2025

Notary Public

GABRIELLE LADD
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY

Gabrielle Ladd

My Commission expires September 27, 2026

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4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.

5. All other clauses of contracts remain unchanged.

This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

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Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	Global Outreach Developments International	**CONTRACT # (Office Use):**			
PROGRAM NAME	CASE After-School Program	**START DATE:**	**July 1, 2025**		
ADDRESS	401 Center Street	**END DATE:**	**June 30, 2026**		
CITY, STATE & ZIP	**Old Hickory, TN 37138**	**CONTACT PERSON**	**Stefanie Nsubuga**		
FEDERAL ID # (EIN)	**20-0238931**	**CONTACT TELEPHONE**	(615) __594__ - 9844 _____		
COST CATEGORIES	**TOTAL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**After-school program starts 09/03/2024 | Per slot rate for afterschool is $1,355**		$10,000.00	The Memorial Foundation
Salaries and Wages	135,671.00	Director/Program Manager (1) $21hr x28hrs per week x44 weeks=$25873, Program Admin (1) $18/hr 324 total hours July-May= 6876, Communications Manager (1) $20/hr, 8 hours total 252 hours July-May=$5040.Lead Site Coordinator (1) $17/hrx 25hrs/week x 43 weeks= $18,275, Site Coordinators (5) $16.50/hr x 15hrs/week x 34 weeks= $41563.67, Level 2-Lead Support Staff (6) $15.50/hr x 12hrs/week x 34 weeks = $38,043.51		$30,000 (A portion of this contributes towards CASE)	Community Foundation of Middle TN
Benefits and Taxes	10,379.00	taxes x 7.65% of total			
Total Personnel Expenses	**146,050.00**				
Office Supplies	200.00	Mainstays Clear Glossy Plastic Open Front Organizer Bins, Qty: 10 @ $5.98 – $59.80 Ballpoint Pens, 20-pack – $4.00 Mechanical Pencils, 20-pack – $6.00 Sticky Notes, 12-pack assorted colors – $4.00 Standard Stapler with 1,000 Staples – $6.00 White Card Stock, 250 sheets – $14.00 Lysol All-Purpose Cleaner, 2-pack – $6.50 Clorox Disinfecting Wipes, 75-count – $7.50 Paper Towels, 6-roll pack – $8.00 Trash Bags, 13-gallon, 40-count – $8.00 Swiffer Sweeper Dry Pads, 32-count – $13.00 Swiffer Wet Pads, 24-count – $13.00 Microfiber Cleaning Cloths, 8-pack.			
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			

Other Non-Personnel	1,400.00	CPR & First Aid certification ($850) teacher for 10, Staff fingerprinting & background check $200 for 5, staff & volunteer appreciation ($100 for framed professionally capture photo of them in action in our after-school program with a hand written note), $227 for staff uniforms which is about $10 per staff, for two shirts each, for 10 staff, approx $25 first aid supplies restock.		
Indirect Cost	13,660.00	cost allocation plan provided for ~6.5% of total funded amount.		
Total Non-personnel	**63,165.00**			
Afterschool sub-total	**209,215.00**			
Summer Programs		**Summer program funded in this cycle is July 1-31,2024 and June 1- 30, 2025 | Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**		
Salaries and Wages	16,776.00	Director/Program Manager (1) $21/hr x 25hrs/week x 9		
Benefits and Taxes	1,283.00	Types of benefits, rates and number of staff, whose benefits are charged to this grant		
Total Personnel Expenses	**18,059.00**			
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Occupancy	2,981.00	Programming space at The Academy for GOD school building and campus: pavilion rental for 4 weeks for 5 days per week at $194 per week both for 5 days a week.=$720. School classroom rental for 5 days per week for 4 weeks =$1244, programming room for $311 per week. Field usage for 2 hours a day for 19 days at $10/hr for 2 hours each day: $380 And office space rental: $75/ week for 8.5 weeks= $637.		
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant		
Travel/Conferences & Meetings	0.00	Milage, parking and other travel unit cost and unit number		
Insurance	0.00	Unit cost or % of total cost charged to this grant		
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	2,000.00	$500/week and $57/student for 35 youth towards learning and activity supplies, software, games, food, etc.		
Field Trips	3,920.00	$680 per field trip for 4 field trips during the summer. Covers admission fees and food for 35 youth. $1200 for bus rental and driver, $200 for bus rental and $100 for driver per trip x4.		

Professional Fees/Enhancement partners	1,400.00	$1400 for CRM Growth-Ops for summer covers 10% of the total cost. The CRM collects and organizes student and parent contact information, allowing us to send both personalized and mass communications via text, email, and newsletters. It also enables staff to create surveys and forms, manage and check out program supplies, and use alternate phone numbers to maintain privacy. In addition, the system helps us track and report on grant-related objectives and outcomes. This investment strengthens our ability to communicate, coordinate, and measure impact across all CASE locations.		
Other Non-Personnel	210.00	background checks and CPR & First Aid ($170 or $85 per person). Background Check $40 (1 person).		
Indirect Cost	5,030.00	**cost allocation plan provided for ~5.6% of total funded amount.**		
Total Non-personnel	**15,541.00**			
Summer sub-total	**33,600.00**			
TOTAL	**242,815.00**			
RECIPIENT	Stefanie Nsubuga			
AUTHORIZED SIGNATURE:				
TITLE	Director of Community Services			
DATE	__04___/ __25____/_2025____			

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GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

COST ALLOCATION PLAN

Updated April 2025

Purpose

The purpose of this cost allocation plan is to summarize, in writing, the methods and procedures that Global Outreach Development International will use to allocate costs to various programs, grants, contracts, and agreements.

OMB Circular A-122, “Cost Principles for Non-Profit Organizations,” establishes the principles for determining costs of grants, contracts and other agreements with the Federal Government. Global Outreach Developments’ Cost Allocation Plan is based on the Direct Allocation method described in OMB Circular A-122. The Direct Allocation Method treats all costs as direct costs except general administration and general expenses.

Direct costs are those that can be identified specifically with a particular final cost objective. Indirect costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective.Only costs that are allowable, in accordance with the cost principles, will be allocated to benefiting programs by Global Outreach Developments International. **Please refer to Annex 1 located at the end of the Cost Allocation Plan for CASE After-school for detailed information regarding the allocation of indirect costs.**

General Approach

The general approach of Global Outreach Developments International in allocating costs to particular grants and contracts is as follows:

- All allowable direct costs are charged directly to programs, grants, activity, etc.
- Allowable direct costs that can be identified to more than one program are prorated individually as direct costs using a base most appropriate to the particular cost being prorated.
- All other allowable general and administrative costs (costs that benefit all programs and cannot be identified to a specific program) are allocated to programs, grants, etc. using a base that results in an equitable distribution.

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ALLOCATION OF COSTS

The following information summarizes the procedures that will be used by Global Outreach Developments International beginning *January/01/2022:*

- **Compensation for Personal Services** - Documented with timesheets showing time distribution for all employees and allocated based on time spent on each program or grant. Salaries and wages are charged directly to the program for which work has been done. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's salaries to the total of such salaries (see Example 1). Costs that benefit all programs will be allocated based on the ratio of each program's salaries to total salaries (see example 2).
    1. Fringe benefits (FICA, UC, and Worker's Compensation) are allocated in the same manner as salaries and wages. Health insurance, dental insurance, life & disability and other fringe benefits are also allocated in the same manner as salaries and wages.
    2. Vacation, holiday, and sick pay are allocated in the same manner as salaries and wages.
- **Travel Costs** - Allocated based on purpose of travel. All travel costs (local and out- of-town) are charged directly to the program for which the travel was incurred. Travel costs that benefit more than one program will be allocated to those programs based on the ratio of each program's expenses to the total of such expenses (see Example 3). Travel costs that benefit all programs will be allocated based on the ratio of each program's expenses to total expenses (see Example 4).
- **Professional Services Costs** (such as consultants, accounting and auditing services) - Allocated to the program benefiting from the service. All professional service costs are charged directly to the program for which the service was incurred. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's expenses to the total of such expenses (see Example 3). Costs that benefit all programs will be allocated based on the ratio of each program's expenses to total expenses (see Example 4).
- **Office Expense and Supplies** (including office supplies and postage) - Allocated based on usage. Expenses used for a specific program will be charged directly to that program. Postage expenses are charged directly to programs to the extentpossible. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's expenses to the total of such expenses (see Example 3). Costs that benefit all programs will be allocated

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based on the ratio of each program's expenses to total expenses (see Example 4).

- **Printing** (including supplies, maintenance and repair) - Expenses are charged directly to programs that benefit from the service. Expenses that benefit more than one program are allocated based on the ratio of the costs to total expenses. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's expenses to the total of such expenses (see example 3). Costs that benefit all programs will be allocated based on the ratio of each program's expenses to total expenses (see example 4).
- **Insurance** - Insurance needed for a particular program is charged directly to the program requiring the coverage. Other insurance coverage that benefits all programs is allocated based on the ratio of each program's expenses to total expenses (see example 4).
- **Telephone/Communications** - Long distance and local calls are charged to programs if readily identifiable. Other telephone or communications expenses that benefit more than one program will be allocated to those programs based on the ratio of each program's expenses to the total of such expenses (see example 3). Costs that benefit all programs will be allocated based on the ratio of each program's expenses to total expenses (see example 4).
- **Facilities Expenses** - Allocated based upon usable square footage. The ratio of total square footage used by all personnel to total square footage is calculated. Facilities costs related to general and administrative activities are allocated to the program based on the ratio of program square footage to total square footage (see example 5).
- **Training/Conferences/Seminars** – Allocated to the program benefiting from the training, conferences, or seminars. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's expenses to the total of such expenses (see Example 3). Costs that benefit all programs will be allocated based on the ratio of each program's expenses to total expenses (see Example 4).
- **Other Costs** (including dues, licenses, fees, etc.) - Allocated to the program benefiting from the dues, licenses, fees, etc... Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's expenses to the total of such expenses (see Example 3). Costs that benefit all programs will be allocated based on the ratio of each program's expenses to total expenses (see Example 4).

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- **Unallowable Costs** – Costs that are unallowable in accordance with OMB Circular A-122, including alcoholic beverages, bad debts, advertising (other than help-wanted ads), contributions, entertainment, fines, and penalties.

Examples of Allocation Methodology

Example 1

Expense Amount = $5,000

Costs that benefit two or more specific programs, but not all programs, are allocated to those programs based on the ratio of each program's personnel costs (salaries & applicable benefits) to the total of such personnel costs, as follows:

Grant	Personnel Costs	%	Amount Allocated
A	$20,000	20%	$1,000
B	$30,000	30%	$1,500
C	$50,000	50%	$2,500
TOTAL	$100,000	100%	$5,000

—----------

Expense Amount: $100,000

Example 2

Costs that benefit **all** programs are allocated based on a ratio of each program's personnel costs (salaries & applicable benefits) to total personnel costs as follows:

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Grant	Personnel Costs	%	Amount Allocated
A	$10,000	7%	$700
B	$20,000	13%	$1,300
C	$30,000	20%	$2,000
D	$40,000	27%	$2,700
E	$50,000	33%	$3,300
TOTAL	$150,000	100%	$10,000

Expense Amount: $4,000

Example 3

Costs that benefit two or more specific programs, but not all programs, are allocated to those programs based on the ratio of each program's expenses (direct costs other than salaries & benefits) to the total of such expenses, as follows:

Grant	Program Expenses	%	Amount Allocated
A	$120,000	30%	$1,200

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B	$130,000	33%	$1,320
C	$150,000	37%	$1,480
TOTAL	$400,000	100%	$4,000

—----------

Expense Amount = $8,000

Example 4

Costs that benefit **all** programs will be allocated based on a ratio of each program's salaries to total salaries as follows:

Grant	**Personnel Costs**	**%**	**Amount Allocated**
A	$110,000	17%	$1,360
B	$120,000	18%	$1,440
C	$130,000	20%	$1,600
D	$140,000	22%	$1,760
E	$150,000	23%	$1,840

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TOTAL	$650,000	100%	$8,000

Facilities Expense

Facilities costs are allocated based on square footage. Square footage for each program and general and administrative activity is considered in the analysis. General and administrative facilities costs are further allocated to each program based on the square footage of each grant program to the total square footage of all grant programs.

The calculation is as follows: Amount = $10,000

Grant	Sq. Footage	%	Amount Allocated	G&A Allocated	Total Allocated
A	300	30	$3,000	$340	$3,440
B	100	10	$1,000	$110	$1,110
C	200	20	$2,000	$220	$2,220
D	200	20	$2,000	$220	$2,220
E	100	10	$1,000	$110	$1,110
G&A	100	10	$1,000	0	0
Total	1.000	100	$10,000	$1,000	$10,000

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Annex 1: CASE Allocation Plan for Indirect Costs

- **Total Indirect Cost:** $18,690
- **Dates of Indirect Usage:** July 2025-June 2026
- **Percentage of Indirect from Requested Amount:** ~7.7% of total amount

Line Item Expenses	Percentage Allocated	Allocated Cost	Comment
Accounting/Bookkeeping	2.5% of total accounting costs	$7,000	The allocated funds serve to outsource bookkeeping services, which play a pivotal role in meeting stringent grant reporting requirements. These comprehensive services encompass monthly reporting, meticulous expense tracking, adept cash flow management, proficient credit card oversight, and meticulous audit preparation, ensuring thorough compliance and transparency in financial operations.
HR Servicese	5% of our total HR costs	$4950	$4950: Outsourced HR services, Genovations HR, are a strategic and necessary component of our CASE program. These services ensure compliance with employment regulations, support efficient payroll processing, and uphold consistent hiring practices across our programs. In addition to administrative support, our HR partners contribute to core operational functions such as facilitating employee evaluations, coordinating team meetings, and providing ongoing HR guidance. They also manage essential documentation, including job descriptions, manager journals, and resources related to employee benefits and well-being. The costs associated with these services are directly tied to the successful management and support of personnel across all program areas. This is 5% of our total HR costs.

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Auditor Fees	8% of total auditing costs	$3,500	This amount contributes towards the required annual audit for our non-profit to maintain our tax-exempt status and uphold our partnership with NAZA.
Administrative Fees	~2% of administrative fees	$3240	Our organization has a full leadership team and the CEO and COO consistently invest into our program to ensure its sustainability and efficiency. Their time is valuable to the program and the program's growth would not be possible without them investing into it twelve months out of the year. These costs include but are not limited to meetings with program management for goal tracking, vision casting, and financial reviews.

Total: $18,690

This breakdown illustrates the strategic allocation of indirect costs essential for the effective management and operation of the CASE and CASE SLP program, ensuring transparency and accountability in budget utilization.

Approval:

I, Gabby Parker, hereby approve the Cost Allocation Plan outlined in the attached document. I confirm that the allocations accurately represent the distribution of indirect costs for the CASE program as per our funding requirements.

Signature: _____
Name: _____Gabby Parker_____
Title:_____Controller___

Date: 4/25/2025

Reviewer:

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

I,_____, have reviewed the Cost Allocation Plan provided by _Global Outreach Developments International__. I certify that the allocations are in line with our grant funding guidelines and accurately reflect the indirect cost distribution for the CASE program.

Signature: [Reviewer's Digital Signature]

_____

Date: _____

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

NAZA Annex 8 - 2025-2026 Finalized Entries
Response ID: 21872
Submitted Date: 2025-04-11 16:14:34
Completion Time: 7 min. 28 sec.

Name of Organization
Global Outreach Developments International

Days of Week of Afterschool Program
4 days per week

Afterschool site plan
- Community Site
- School Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
CASE After-School Program

Name of School Site Location
Donelson Middle School

Address of School Program Site
110 Stewarts Ferry Pike, Nashville TN 37214

School Partnership Level
Renewing Partnership

Number of youths targeted for site
25

Transportation needed?
Yes

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Name of School Site Location
DuPont Tyler Middle School

Address of School Program Site
431 Tyler Drive

School Partnership Level
Renewing Partnership

Number of youths targeted for site
25

Transportation needed?
Yes

Name of School Site Location
DuPont Hadley Middle School

Address of School Program Site
1901 Old Hickory Blvd., Old Hickory, TN 37138

School Partnership Level
Renewing Partnership

Number of youths targeted for site
25

Transportation needed?
Yes

Name of School Site Location
LEAD Neely's Bend

Address of School Program Site
1251 Neelys Bend Rd., Madison, TN 37115

School Partnership Level
Renewing Partnership

Number of youths targeted for site
25

Transportation needed?
Yes

Name of Community Site Location
Buffalo Trails Apartments

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Address of Community Program Site
3711 Dickerson Pike, Nashville, TN 37207

Target School for Community Site
Jere Baxter

Target School for Community Site
Chadwell Elementary

Number of youths targeted for site
15

3rd Party Transportation needed?
Yes

Name of Community Site Location
808 Skyline Ridge

Address of Community Program Site
808 Skyline Ridge Dr., Madison, TN 37115

Target School for Community Site
Jere Baxter

Target School for Community Site
Chadwell Elementary

Number of youths targeted for site
18

3rd Party Transportation needed?
Yes

Summer Program Name
CASE Summer Learning Program (SLP)

Name of Summer Site Location
Global Outreach Developments International

Summer Location address
401 Center Street, Old Hickory, TN 37138

Number of summer youth targeted for site1228
35

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Weeks of Programming
4 weeks

Days per Week of Summer Program
5 days per week

Hours per Day
6 hours

Programming Time Frame
8:30-2:30

Proposed months of Summer programming
Both

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: _____

Name: Jennifer Nyago

Title: Executive Secretary

Agency Name: Global Outreach Developments International

Date: 03/28/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: _____

Name: Jennifer Nyago

Title: Executive Secretary

Agency Name: Global Outreach Developments International

Date: 03/28/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248344558
Dec. 11, 2012 LTR 4168C E0
20-0238931 000000 00
00019933
BODC: TE

GLOBAL OUTREACH DEVELOPMENTS
INTERNATIONAL
% GREGG GARNER
401 CENTER ST
OLD HICKORY TN 37138-2417

268

Employer Identification Number: 20-0238931
Person to Contact: Mr. Burns
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Dec. 03, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in September 2004.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: [illegible]

GLOBAL OUTREACH DEVELOPMENTS
INTERNATIONAL
C/O GREGG GARNER
809 GARRETT WAY CT
ANTIOCH, TN 37013

Employer Identification Number:
20-0238931
DLN:
17053023074044
Contact Person:
JOANNA YAWNEY
ID# 95078
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
August 26, 2003
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2007

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

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Tre Hargett
Secretary of State

Division of Business Services
Department of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

ANDREW BARTLETT
401 CENTER STREET
NASHVILLE, TN 37138

February 23, 2024

Request Type: Certificate of Existence/Authorization
Request #: 0570231

Issuance Date: 02/23/2024
Copies Requested: 1

Document Receipt

Receipt # : 008697953 Filing Fee: $20.00

Payment-Credit Card - State Payment Center - CC #: 3868249193 $20.00

Regarding: GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

Filing Type:	Nonprofit Corporation - Domestic	Control # :	452846
Formation/Qualification Date:	08/26/2003	Date Formed:	08/26/2003
Status:	Active	Formation Locale:	TENNESSEE
Duration Term:	Perpetual	Inactive Date:	
Business County:	DAVIDSON COUNTY		

CERTIFICATE OF EXISTENCE

I, Tre Hargett, Secretary of State of the State of Tennessee, do hereby certify that effective as of the issuance date noted above

GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

* is a Corporation duly incorporated under the law of this State with a date of incorporation and duration as given above;

* has paid all fees, interest, taxes and penalties owed to this State (as reflected in the records of the Secretary of State and the Department of Revenue) which affect the existence/authorization of the business;

* has filed the most recent annual report required with this office;

* has appointed a registered agent and registered office in this State;

* has not filed Articles of Dissolution or Articles of Termination. A decree of judicial dissolution has not been filed.

Tre Hargett
Secretary of State

Processed By: Cert Web User

Verification #: 065877633

Phone (615) 741-6488 * Fax (615) 741-7310 * Website: http://tnbear.tn.gov/

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Secretary of State
Division of Business Services
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, Tennessee 37243

DATE: 08/26/03
REQUEST NUMBER: 4892-1424
TELEPHONE CONTACT: (615) 741-2286
FILE DATE/TIME: 08/26/03 1441
EFFECTIVE DATE/TIME: 08/26/03 1441
CONTROL NUMBER: 0452846

TO:
GLOBAL OUTREACH DEVELOPMENTS INTERNATION
809 GARRETT CT

ANTIOCH, TN 37013

Davidson County CHARTER
Recvd: 09/19/03 10:42 2pgs
Fees:7.00 Taxes:0.00

20030919-0138884

RE:
GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL
CHARTER - NONPROFIT

CONGRATULATIONS UPON THE INCORPORATION OF THE ABOVE ENTITY IN THE STATE OF TENNESSEE, WHICH IS EFFECTIVE AS INDICATED.

A CORPORATION ANNUAL REPORT MUST BE FILED WITH THE SECRETARY OF STATE ON OR BEFORE THE FIRST DAY OF THE FOURTH MONTH FOLLOWING THE CLOSE OF THE CORPORATION'S FISCAL YEAR. ONCE THE FISCAL YEAR HAS BEEN ESTABLISHED, PLEASE PROVIDE THIS OFFICE WITH THE WRITTEN NOTIFICATION. THIS OFFICE WILL MAIL THE REPORT DURING THE LAST MONTH OF SAID FISCAL YEAR TO THE CORPORATION AT THE ADDRESS OF ITS PRINCIPAL OFFICE OR TO A MAILING ADDRESS PROVIDED TO THIS OFFICE IN WRITING. FAILURE TO FILE THIS REPORT OR TO MAINTAIN A REGISTERED AGENT AND OFFICE WILL SUBJECT THE CORPORATION TO ADMINISTRATIVE DISSOLUTION.

WHEN CORRESPONDING WITH THIS OFFICE OR SUBMITTING DOCUMENTS FOR FILING, PLEASE REFER TO THE CORPORATION CONTROL NUMBER GIVEN ABOVE. PLEASE BE ADVISED THAT THIS DOCUMENT MUST ALSO BE FILED IN THE OFFICE OF THE REGISTER OF DEEDS IN THE COUNTY WHEREIN A CORPORATION HAS ITS PRINCIPAL OFFICE IF SUCH PRINCIPAL OFFICE IS IN TENNESSEE.

FOR: CHARTER - NONPROFIT

ON DATE: 08/26/03

	FEES	
RECEIVED:	$100.00	$0.00
TOTAL PAYMENT RECEIVED:		$100.00

FROM:
GREGG GARNER
809 GARRETT CT

ANTIOCH, TN 37013-0000

RECEIPT NUMBER: 00003350309
ACCOUNT NUMBER: 00435796

1235

Riley C. Darnell

RILEY C. DARNELL
SECRETARY OF STATE

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

July 31, 2024

ANDREW BARTLETT
401 CENTER STREET
OLD HICKORY, TN 37138

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL
CO Number: CO7264
Renewal Date: 12/31/2024

Dear ANDREW BARTLETT :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024114506

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

CO Number: CO7264
Filed: 07/29/2024 05:35 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL
Legal entity type of the Organization: Corporation
Business Services Control Number: 000452846 **FEIN:** 20-0238931
CO Number: CO7264
Initial Registration Date: 05/19/2005 **Renewal Date:** 05/29/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: June

When and where was the organization legally established
Date: 08/26/2003 **Country:** USA **City/State:** OLD HICKORY, TN

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
401 CENTER STREET
USA, OLD HICKORY, TN 37138

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
401 CENTER STREET
USA, OLD HICKORY, TN 37138

Contact Information for the Charitable Organization
Contact Name: ANDREW BARTLETT
Telephone Number: (615) 423-2098 **Fax Number:** (615) 246-2719
Email: andrew@genovationshr.com **Website:** www.godinternational.org

Current names used by the charity organization

G.O.D. INTERNATIONAL
INSTITUTE FOR G.O.D. INTERNATIONAL
SLAM
STUDENTS LIVING A MISSION (SLAM)
UNNAMED SERVANT

1237

Do you need to modify other names that the charity solicits under?
☑ Yes ☐ No

Other names used by your organization

INSTITUTE FOR GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

THE ANTIOCH CHURCH OF G.O.D.

STUDENTS LIVING A MISSION

UNNAMED SERVANT

G.O.D. INT'L

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

W - Public Affairs, Society Benefit

The charitable purpose of the organization

Educational endeavors through a local school within a low-income neighborhood and after-school tutoring programs at five site schools for low-income youth. Community service to respond to issues that vulnerable communities face, like widows, refugees, the elderly, and inner-city youth. 3rd World Development projects and programs in India, South East Asia, Latin America, and East Africa.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?
☐ Yes ☑ No

Last Fiscal Year Start: July 2022 **Last Fiscal Year End:** June 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Gross Revenue

Direct and Indirect Public Contributions	$ 2,066,547.00
Government Grants	$ 0.00
Program Service Revenue	$ 1,555,732.00
Special Events and Activities	$ 0.00
Gross Sales of Inventory	$ 0.00
Other Revenue	$ 0.00
Total Revenue	$ 3,622,279.00

Expenses

Total Program Expenses	$ 2,058,938.00
Direct Expenses from Special Events	$ 0.00
Cost of Goods Sold	$ 0.00
Management and General Expenses	$ 1,314,329.00
Fundraising Expenses	$ 0.00
Other Expenses	$ 0.00
Total Expenses	$ 3,373,267.00

Excess/Deficit For the Year (Total Revenue - Total Expenses)	$ 249,012.00

Changes in Net Assets/Fund Balances

Net Assets/Fund Balances at Beginning of Year	$ 2,234,317.00
Other Changes in Net Assets or Fund Balances	$ 0.00
Net Assets/Fund Balances	$ 2,448,673.00
Total Liabilities at End of Year	$ 3,289,325.00
Net Assets/Fund Balances at End of Year	$ 2,448,673.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Gregg Garner
401 Center Street
Old Hickory, TN 37138, USA
Title(s): Custodian of Contributions, Custodian of Final Distributions, President

WADE REICHERT
401 Center Street
Old Hickory, TN 37138, USA
Title(s): Director

Jennifer Nyago
401 Center St
Old Hickory, TN 37138, USA
Title(s): Secretary

Rosemary Sherrod
401 Center St
Old Hickory, TN 37138, USA
Title(s): Director

GRANT DAILEY
401 CENTER STREET
USA, OLD HICKORY, TN 37138
Title(s): Director

SARA DAVIS
401 CENTER STREET
USA, OLD HICKORY, TN 37138
Title(s): Director

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

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Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Jennifer Marie Nyago **Date:** 07/29/2024

Title: Secretary

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Gregg Garner **Date:** 07/29/2024

Title: Chief Executive Officer

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 07/01/2024 **Invoice:** 2024-05354

Customer Information

ANDREW BARTLETT
GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL
401 CENTER STREET
OLD HICKORY, 37138

Tracking Number	Description	Amount Paid
2024114506	CH Filing Late Fee	$ 20.00
2024114506	CH Charitable Renewal	$ 10.00

Payment Details

Fee Total:	$ 30.00
Payment Total:	$ 30.00
Amount Due:	$ 0.00
Refunded Amount:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3877048146

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GOING FURTHER

GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

FINANCIAL REPORT

JUNE 30, 2024

MJ
CPAs & ADVISORS

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MAULDIN & JENKINS
CPAs & ADVISORS

Independent Auditor's Report

To the Board of Directors
Global Outreach Developments International
Old Hickory, Tennessee

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Global Outreach Developments International (a nonprofit organization), which comprise the statement of financial position as of June 30, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Global Outreach Developments International as of June 30, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Global Outreach Developments International and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Global Outreach Developments International's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Global Outreach Developments International's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Global Outreach Developments International's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

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Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of revenue, support, and expenses-The Institute for GOD and supplementary schedule of financial responsibility data, as required by the U.S. Department of Education, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and the audit requirements as prescribed by the U.S. Department of Education. In our opinion, the schedule of revenue, support, and expenses-The Institute for GOD and supplementary schedule of financial responsibility data is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 28, 2025, on our consideration of Global Outreach Developments International's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Global Outreach Developments International's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Global Outreach Developments International's internal control over financial reporting and compliance.

Mauldin & Jenkins, LLC

Chattanooga, Tennessee
February 28, 2025

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GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

STATEMENT OF FINANCIAL POSITION
June 30, 2024

ASSETS	
Cash and cash equivalents	$ 485,597
Accounts receivable	91,880
Grants receivable	78,477
Due from employees	26,800
Construction in progress	69,317
Property and equipment at cost:	
Land	327,388
Building and improvements	4,844,480
Furniture, fixtures, and equipment	503,408
Vehicles	86,740
Less accumulated depreciation	(1,169,295)
Property and equipment, net	4,592,721
Total assets	$ 5,344,792
LIABILITIES AND NET ASSETS	
LIABILITIES	
Accounts payable	$ 164,191
Due to The Church Community for GOD	32,035
Accrued expenses	135,757
Deferred revenue	18,768
Line of credit	39,154
Notes payable, net of unamortized debt issuance costs	2,672,937
Total liabilities	3,062,842
NET ASSETS	
Without donor restrictions	2,106,703
With donor restrictions	175,247
Total net assets	2,281,950
Total liabilities and net assets	$ 5,344,792

The Notes to Financial Statements are an integral part of this statement.

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GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

STATEMENT OF ACTIVITIES
Year Ended June 30, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE AND SUPPORT			
Contributions of financial assets	$ 1,078,466	$ -	$ 1,078,466
Contributions of nonfinancial assets	77,578	-	77,578
Grants	341,129	-	341,129
Institute tuition and fees, net of scholarships	748,601	-	748,601
Service revenues	419,495	-	419,495
Rental income and fees	519,657	-	519,657
Other income	404,311	-	404,311
Net assets released from restrictions	78,539	(78,539)	-
Total revenue and support	3,667,776	(78,539)	3,589,237
EXPENSES			
Program services	2,012,525	-	2,012,525
Supporting services:			
General and administrative	1,653,411	-	1,653,411
Fundraising	90,024	-	90,024
Total expenses	3,755,960	-	3,755,960
Change in net assets	(88,184)	(78,539)	(166,723)
NET ASSETS, beginning of year	2,194,887	253,786	2,448,673
NET ASSETS, end of year	$ 2,106,703	$ 175,247	$ 2,281,950

The Notes to Financial Statements are an integral part of this statement.

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GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

STATEMENT OF FUNCTIONAL EXPENSES
Year Ended June 30, 2024

	Program Services							Supporting Services		
	Third World Development	Agriculture	Community Service	Nashville Fútbol Club	Education	Students Living a Mission	Total Program Services	General and Administrative	Fundraising	Total
Salaries and wages	$ -	$ 12,384	$ 122,369	$ 28,662	$ 165,222	$ 42,414	$ 371,051	$ 479,331	$ -	$ 850,382
Employee benefits	365	-	-	98	34,480	535	35,478	26,242	-	61,720
Payroll taxes	-	958	10,494	2,118	13,417	3,199	30,186	35,698	-	65,884
Contracted services	-	-	46,988	563	186,880	20,467	254,898	32,227	-	287,125
Professional fees - legal	-	-	-	-	343	-	343	7,877	-	8,220
Professional fees - management	-	-	-	-	-	-	-	14,096	-	14,096
Professional fees - accounting	39,429	4,831	26,988	4,153	137,364	6,270	219,035	57,076	-	276,111
Professional fees - other	4,723	1,273	17,749	6,115	60,902	17,062	107,824	92,189	-	200,013
Advertising and promotion	-	-	1,549	-	124	34	1,707	2,189	89,890	93,786
Office expenses	2,320	12	2,621	83	8,124	18,979	32,139	9,328	-	41,467
Information technology	922	985	6,456	1,450	35,436	1,049	46,298	10,365	-	56,663
Occupancy	118	2,762	11,218	5,695	83,764	7,697	111,254	227,779	-	339,033
Travel	56,726	-	-	-	3,318	3,565	63,609	188,523	-	252,132
Conferences, conventions, and meetings	-	-	-	-	8,242	-	8,242	-	-	8,242
Interest	-	-	-	-	20,809	-	20,809	110,827	-	131,636
Depreciation and amortization	1,889	-	-	-	142,595	-	144,484	149,326	-	293,810
Insurance	-	764	413	574	1,878	598	4,227	23,763	-	27,990
Supplies	1,447	9,990	4,959	12,739	13,883	11,171	54,189	45,809	-	99,998
Bank fees	3,442	80	450	1,895	8,897	275	15,039	14,932	-	29,971
Donations	4,622	-	-	-	270	5,000	9,892	6,597	-	16,489
Vehicle expense	-	324	23,442	213	363	40	24,382	6,236	-	30,618
Program services	173,733	-	33,467	8,836	205,564	7,146	428,746	110,682	134	539,562
Training	-	-	-	-	4,449	-	4,449	-	-	4,449
Other	6,279	-	-	-	17,965	-	24,244	2,319	-	26,563
Total	$ 296,015	$ 34,363	$ 309,163	$ 73,194	$ 1,154,289	$ 145,501	$ 2,012,525	$ 1,653,411	$ 90,024	$ 3,755,960

The Notes to Financial Statements are an integral part of this statement.

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GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

STATEMENT OF CASH FLOWS
Year Ended June 30, 2024

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	$ (166,723)
Adjustments to reconcile change in net assets to net cash used in operating activities:	
Depreciation and amortization	293,810
Gain on sale of property and equipment	(245,960)
Change in operating assets and liabilities:	
Accounts receivable	67,725
Grants receivable	(33,055)
Due from employees	138
Prepaid expenses	58,800
Accounts payable and due to employees	(45,851)
Due to The Church Community for GOD	1,267
Accrued expenses	11,322
Deferred revenue	(46,272)
Net cash used in operating activities	(104,799)
CASH FLOWS FROM INVESTING ACTIVITIES	
Proceeds from sale of investments	11,917
Proceeds from sale of property and equipment	380,000
Purchases of property and equipment	(102,089)
Net cash provided by investing activities	289,828
CASH FLOWS FROM FINANCING ACTIVITIES	
Payments on notes payable	(189,242)
Net cash used in financing activities	(189,242)
NET DECREASE IN CASH AND CASH EQUIVALENTS	(4,213)
CASH AND CASH EQUIVALENTS, beginning of year	489,810
CASH AND CASH EQUIVALENTS, end of year	$ 485,597
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION	
Cash paid for interest	$ 144,749

The Notes to Financial Statements are an integral part of this statement.

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Note 1. Significant Accounting Policies

The accounting and reporting policies of Global Outreach Developments International (the Organization) conforms with United States generally accepted accounting principles (GAAP) and practices within the not-for-profit industry. The Financial Accounting Standards Board (FASB) has adopted the FASB Accounting Standards Codification (ASC) as the single source of authoritative nongovernmental GAAP.

The policies that materially affect financial position and results of operations of the Organization are summarized as follows:

Nature of operations:

The Organization is a not-for-profit organization that equips a globally conscious community to serve the poor and marginalized through education, advocacy, and empowerment. The Organization is an educational institution, a community service organization, and a developing world development agency. As an educational institution, the Organization operates a college that trains community service leaders and development workers. Regarding community service, the Organization mobilizes volunteers to perform services for the elderly, widowed, disabled, and poor, including refugees and immigrants. As a development agency, the Organization empowers developing world communities by initiating works related to meeting their basic needs and advancing their health as a society. This includes works related to accessing water, public health, literacy and education, sustainable building, and agriculture. The Organization also has performing arts programs to create awareness of the causes they champion.

Basis of presentation:

To ensure observances of limitations and restrictions placed on the use of resources available to the Organization, resources are classified for accounting and financial reporting purposes into categories established according to their nature and purpose in the two categories as follows:

Net assets without donor restrictions – Net assets available for use in general operations and not subject to donor restrictions. The only limits on net assets without donor restrictions are those resulting from the nature of the Organization and its purposes.

Net assets with donor restrictions – Net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has passed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expires in the reporting period in which the revenue is recognized.

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Note 1. Significant Accounting Policies (continued)

Revenue recognition:

The Organization recognizes revenue in accordance with ASC 606, *Revenue from Contracts with Customers*, which affects contracts with customers to transfer goods or services and contracts for the transfer of nonfinancial assets (unless those contracts are within the scope of other standards). The core principle of this ASC is that an entity should recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for the goods or services.

The Organization's revenues from contributions, grants, rental income, and a portion of other income are outside the scope of ASC 606. The Organization's revenues that fall within the scope of ASC 606 include tuition and fees, service revenues, rental fees, and a portion of other income. See Note 5 for further discussion on the revenue sources within the scope of ASC 606.

Revenue is reported as increases in net assets without donor restriction unless use of the related asset is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restrictions. Gains and losses on assets and liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law. Expirations of donor-imposed restrictions in net assets (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications between the applicable classes of net assets.

Contributions are recorded as revenue in the period received or upon the receipt of an unconditional promise to give. Conditional contributions are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met. Contributions of nonfinancial assets are recorded at the estimated fair value at the date of receipt by the Organization.

Contributed services:

A substantial number of volunteers have donated a significant amount of time to the Organization's operations and program services. Contributed services that require and are provided by individuals with specific expertise that the Organization would otherwise need to purchase are recognized as contributions of nonfinancial assets.

Functional expenses:

Expenses that can be identified with a specific program or supporting service are charged directly to the program or supporting service. Expenses which apply to more than one functional category, including salaries and wages, employee benefits, payroll taxes, contracted services, professional fees, information technology, and vehicle expense, have been allocated based on estimates of time and effort made by the Organization's management. Occupancy and depreciation and amortization include certain expenses that are allocated on a square footage basis.

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Note 1. Significant Accounting Policies (continued)

Use of estimates:

The preparation of financial statements in accordance with GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Concentrations of credit and market risk:

Financial instruments that potentially subject the Organization to concentrations of credit and market risk consist principally of cash and cash equivalents. The Organization places its cash and cash equivalents with financial institutions and limits the amount of credit exposure to any one financial institution. At times, deposits may exceed federally insured limits. The Organization has not experienced any losses on its cash and cash equivalents.

Cash:

For purposes of the statement of cash flows, the Organization considers all cash and highly-liquid investments with an original maturity of three months or less to be cash equivalents.

Accounts and other receivables:

Accounts and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to credit loss expense and a credit to allowance for credit losses based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the allowance for credit losses and a credit to accounts receivable. There was no balance in the valuation allowance as of June 30, 2024, since management is of the opinion that all accounts and other receivables at year end are fully collectible.

Construction in progress:

There are no future commitments for construction in progress.

Property and equipment:

Property and equipment is recorded at cost or, if donated, at the fair value on the date of donation. Depreciation is computed using the straight-line method based on the assets' estimated useful lives ranging from 5 to 39 years. Maintenance and repairs are expensed as incurred while major additions and improvements are capitalized.

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Note 1. Significant Accounting Policies (continued)

Debt issuance costs:

Debt issuance costs are considered a reduction of the related debt and amortized over the term of the debt using the straight-line method, which approximates the effective interest method. Amortization of debt issuance costs was $13,275 for the year ended June 30, 2024.

Advertising:

Advertising is expensed in the period incurred.

Income tax status:

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. However, income from certain activities not directly related to the Organization's tax-exempt purpose is subject to taxation as unrelated business income.

The Organization accounts for income taxes in accordance with income tax accounting guidance in ASC Topic 740. The Organization recognizes deferred tax assets if it is more likely than not, based on the technical merits, that the tax position will be realized or sustained upon examination. The Organization follows the statutory requirements for its income tax accounting and generally avoids risks associated with potentially problematic tax positions that may be challenged upon examination. Management believes any liability resulting from taxing authorities imposing additional income taxes from activities deemed to be unrelated to the Organization's non-taxable status would not have a material effect on the Organization's financial statements.

Recent accounting pronouncements:

On July 1, 2023, the Organization adopted Accounting Standards Update 2016-13, *Financial Instruments – Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments* (ASC 326), as amended, which replaces the incurred loss methodology with an expected loss methodology that is referred to as the current expected credit loss (CECL) methodology. The measurement of expected credit losses under the CECL methodology is applicable to financial assets measured at amortized cost, including grants receivable and accounts receivable. The allowance for credit losses and related credit loss expense replaced the previously used allowance for doubtful accounts and related bad debt expense, respectively. There was no financial impact related to this implementation.

Subsequent events:

Management performed an evaluation of subsequent events through February 28, 2025, the date these financial statements were available to be issued.

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Note 2. Liquidity and Availability

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following at June 30, 2024:

Cash and cash equivalents	$485,597
Accounts receivable	91,880
Grants receivable	78,477
Available line of credit	35,846
Due from employees	26,800
	$718,600

As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

Note 3. Line of Credit

The Organization has a line of credit agreement with a direct financing company whereby it may borrow up to $75,000 per a structured fee arrangement. The line of credit commitment has no stated maturity date. At June 30, 2024, the balance outstanding on the line of credit was $39,154.

Note 4. Notes Payable

At June 30, 2024, notes payable consist of the following:

Note payable to a financial institution; fixed interest rate at 4.60%; monthly principal and interest payments of $8,811 through maturity date of June 19, 2024, when remaining principal and accrued interest are due in full; collateralized by real property and assignment of rents	$550,487
Note payable to a financial institution; fixed interest rate at 4.60%; monthly principal and interest payments of $9,190 through maturity date of June 19, 2024, when remaining principal and accrued interest are due in full; collateralized by real property and assignment of rents	948,618
Note payable to a financial institution; fixed interest rate at 4.95%; monthly principal and interest payments of $6,318 through maturity date of November 1, 2023, when remaining principal and accrued interest are due in full; collateralized by real property and assignment of rents	322,341

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Note 4. Notes Payable (continued)

Note payable to a financial institution; fixed interest rate at 4.60%; monthly principal and interest payments of $3,234 through maturity date of June 19, 2024, when remaining principal and accrued interest are due in full; collateralized by real property	352,591
Note payable to the U.S. Small Business Administration; fixed interest rate at 2.75%; monthly principal and interest payments of $2,240 beginning October 17, 2023 through maturity date of October 17, 2051, when remaining principal and accrued interest are due in full; collateralized by all tangible and intangible personal property	498,900
Total notes payable	2,672,937
Unamortized debt issuance costs	-
Notes payable, net of unamortized debt issuance costs	$2,672,937

Aggregate maturities or payments required on principal under the debt agreements for the following five years ended and thereafter are as follows:

2025	$2,174,037
2026	9,056
2027	13,392
2028	13,734
2029	14,158
Thereafter	448,560
	$2,672,937

Subsequent to June 30, 2024, the Organization renewed the four loans with the same financial institution under similar terms. The new maturity date for these four loans is June 30, 2026.

Note 5. Net Assets with Donor Restrictions

Net assets with donor restrictions are available for the following purposes at June 30, 2024.

Subject to expenditure for specified purpose:

East Africa	$ 97,956
Southeast Asia team	20,550
Latin America team	53,568
Academy home education	3,173
	$175,247

Net assets with donor restrictions are included in cash and cash equivalents.

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Note 5. Net Assets with Donor Restrictions (continued)

During the year ended June 30, 2024, net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by the occurrence of other events specified by donors as follows:

Purpose restriction accomplished	$78,539

Note 6. Revenue from Contracts with Customers

The following table presents the Organization's sources of revenues for the year ended June 30, 2024:

Contributions of financial assets (a)	$1,078,466
Contributions of nonfinancial assets (a)	77,578
Grants (a)	341,129
Institute tuition and fees, net of scholarships	748,601
Service revenues	419,495
Rental income (a)	519,657
Miscellaneous income	404,311
Total revenues	$3,589,237

(a) Not within scope of ASC 606

Institute tuition and fees, net of scholarships: Tuition is recognized over the duration of the academic period to which the charges relate. Fees are recognized either over time, corresponding with the academic period, or at a point in time for transaction-related fees concurrent with the delivery of the service. Payment is primarily received in advance of the service or in installments over the service period.

Service revenues: Revenues relate primarily to the Organization's internship, parent's day out, 3rd world development, summer day camp, SLAM, and agriculture programs. Revenue is recognized either over time as services are provided or at a point in time concurrent with the service. Payment is primarily received in advance of the service period or when the service is performed.

Rental fees: Fees relating to rental consist primarily of cleaning fees. Rental fees are recognized at a point in time concurrent with the service. Payment for rental fees is received when the activity occurs or in the following month through invoicing of the customer's account.

Miscellaneous income: Miscellaneous income is generally recognized at a point in time as the event occurs. Payment is typically received subsequent to the event as invoiced by the Organization.

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Note 7. Contributions of Nonfinancial Assets

For the year ended June 30, 2024, contributed nonfinancial assets recognized within the statement of activities included:

Services	$74,438
Building and improvements	1,500
Supplies	1,640
Total revenues	$77,578

The Organization recognizes contributed nonfinancial assets within revenue, including contributed services, vehicles, building and improvements, supplies, household goods, and food. Unless otherwise noted, contributed nonfinancial assets did not have donor-imposed restrictions.

Contributed services, vehicles, and building and improvements are used in program services and general and administrative support. Contributed supplies, household goods, and food are used in program services.

In valuing contributed services, the Organization estimates fair value based on current rates for similar services. In valuing contributed vehicles, the Organization estimates fair value based on trade-in values that would be received for similar vehicles within the Organization's geographic area. In valuing building and improvements, the Organization estimates fair value based upon current quotes for similar services. In valuing contributed supplies, household goods, and food, the Organization estimates fair value based on wholesale values that would be received for similar products in the United States.

Note 8. Facilities and Lease Agreements

The Organization is the owner of the property on which it operates. Additionally, the property was occupied by three tenants under 1-year operating lease agreements during the year ended June 30, 2024. The Organization received rental income from these tenants during the year ended June 30, 2024, totaling $258,688. Future minimum rental income under non-cancelable operating leases as of June 30, 2024, totaled $0 for the year ended June 30, 2024.

Note 9. Related Party Transactions

The Organization receives accounting, food, media, and other professional services from multiple entities owned by an officer of the Organization. Additionally, the Organization rents to two of these entities under lease agreements and another entity for various events. These relates party transactions resulted in the following as of and for the year ended June 30, 2024:

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Note 9. Related Party Transactions (continued)

	Accounts Payable	Contributions	Other Revenue	Expenditures
Officer owned entity:				
Details Nashville	$ -	$ 700	$ 3,200	$ -
GJXMI Group	-	-	-	22,280
Genovations Consulting	6,154	801	20,950	199,124
Genovations HR	2,473	-	1,710	115,354
Genovations Media	5,848	-	6,828	118,124
Genovations Tech	40	-	6,400	25,015
Hopewell Family Care	-	1,176	-	-
MCH Landscaping	188	-	-	54,276
MCH Nashville	71,182	6,000	9,000	11,582
Nyumba Food Services	-	10,585	23,685	183,380
Total	$85,885	$19,262	$71,773	$729,135

Certain members of the Organization's Board of Directors and management are members of the Board of Directors and management of The Church Community for GOD (the Church). The Organization rents to the Church under a lease agreement that expires on July 31, 2024. Rental income recognized in relation to the Church totaled $33,451 for the year ended June 30, 2024. Additionally, the Organization recognized contributions from the Church totaling $5,781, and incurred expenses paid to the Church totaling $1,003 for the year ending June 30, 2024.

The Organization receives contributions from members of the Board of Directors and employees, who are considered related parties to the Organization.

Note 10. Financial Responsibility Standards

To begin to participate in the federal Title IV student financial assistance programs, the Organization is required it meet standards of financial responsibility based on criteria determined by the Department of Education (ED), as set forth in 34 CFR 668.171. The criteria for private institutions include the annual calculation by ED of a financial responsibility composite score, as further outlined in 34 CFR 668.172, using audited financial statements. The composite score is based on three ratios: Primary Reserve, Equity, and Net Income. These ratios utilize the following financial data of the Organization, which are not otherwise presented in the financial statements or notes to the financial statements, as of and for the year ended June 30, 2024:

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Note 10. Financial Responsibility Standards (continued)

Required input per standards	Ratio(s) Uses	Input Amount	Related financial statement amount not used as input on supplementary schedule
Construction in progress		$ 69,317	
Property and equipment, net		4,592,721	
Total property, plant and equipment, net	Primary reserve	$4,662,038	
Property, plant and equipment, net – pre-implementation	Primary reserve	$2,207,182	
Property, plant and equipment, net – post-implementation with outstanding debt for original purchase	Primary reserve	2,218,436	
Property, plant and equipment, net – post-implementation without outstanding debt for original purchase	Primary reserve	167,103	
Total property, plant, and equipment, net			$4,592,721
Long-term debt – for long-term purposes – pre-implementation	Primary reserve	$ 872,828	
Long-term debt – for long-term purposes – post-implementation	Primary reserve	1,800,109	
Total long-term debt, net			$2,672,937

The original maturity of long-term debt exceeds twelve months. Long-term debt post-implementation was used to fund capitalized assets within property and equipment. See Note 4 for disclosure of the terms on notes payable.

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SUPPLEMENTARY INFORMATION

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GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

SCHEDULE OF REVENUE, SUPPORT, AND EXPENSES -
THE INSTITUTE FOR GOD
Year Ended June 30, 2024

REVENUE AND SUPPORT	
Contributions of financial assets	$ 166,757
Institute tuition and fees, net of scholarships	792,355
Rental income and fees	38,448
Other income	135,117
Total revenue and support	1,132,677
EXPENSES	
Salaries and wages	152,367
Employee benefits	24,245
Payroll taxes	12,030
Contracted services	186,679
Professional fees - legal	343
Professional fees - accounting	111,841
Professional fees - other	60,941
Advertising and promotion	83,301
Office expenses	4,620
Information technology	34,985
Occupancy	93,939
Travel	3,318
Conferences, conventions, and meetings	8,242
Depreciation and amortization	106,197
Insurance	1,878
Supplies	8,821
Bank fees	29,562
Vehicle expense	363
Program services	417,216
Training	4,449
Other	18,228
Total expenses	1,363,565
Change in net assets	$ (230,888)

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GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

SUPPLEMENTARY SCHEDULE OF FINANCIAL RESPONSIBILITY DATA
For the year ended June 30, 2024

Location in financial statements or related notes	Financial element	GAAP financial statement line item or disclosure	Amount used as ratio input
Primary Reserve Ratio: Expendable Net Assets:			
Statement of financial position	Net assets without donor restrictions	$ 2,106,703	$ 2,106,703
Statement of financial position	Net assets with donor restrictions	175,247	175,247
Statement of financial position	Secured and unsecured related party receivable	26,800	-
Statement of financial position	Unsecured related party receivable	-	26,800
Note 10, Financial Responsibility Standards	Total property, plant and equipment, net	4,662,038	-
Note 10, Financial Responsibility Standards	Property, plant and equipment, net - pre-implementation	-	2,207,182
Note 10, Financial Responsibility Standards	Property, plant and equipment, net - post-implementation with outstanding debt for original purchase	-	2,218,436
Note 10, Financial Responsibility Standards	Property, plant and equipment, net - post-implementation without outstanding debt for original purchase	-	167,103
Statement of financial position	Construction in progress	69,317	69,317
Note 10, Financial Responsibility Standards	Total long-term debt	2,672,937	-
Note 10, Financial Responsibility Standards	Long-term debt - for long-term purposes - pre-implementation	-	872,828
Note 10, Financial Responsibility Standards	Long-term debt - for long-term purposes - post-implementation	-	1,800,109
Primary Reserve Ratio: Expenses and Losses:			
Statement of activities	Total operating expenses	$ 3,755,960	$ 3,755,960
Equity Ratio: Modified Net Assets:			
Statement of financial position	Net assets without donor restrictions	$ 2,106,703	$ 2,106,703
Statement of financial position	Net assets with donor restrictions	175,247	175,247
Statement of financial position	Secured and unsecured related party receivable	26,800	-
Statement of financial position	Unsecured related party receivable	-	26,800
Equity Ratio: Modified Assets:			
Statement of financial position	Total assets	$ 5,344,792	$ 5,344,792
Statement of financial position	Secured and unsecured related party receivable	26,800	-
Statement of financial position	Unsecured related party receivable	-	26,800
Net Income Ratio: Change in net assets without donor restrictions:			
Statement of activities	Change in net assets without donor restrictions	$ (88,184)	$ (88,184)
Net Income Ratio: Total Revenue without Donor Restrictions and Gains without Donor Restrictions:			
Statement of activities	Total operating revenues and grants and other support without donor restrictions	$ 3,667,776	$ 3,667,776

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MAULDIN & JENKINS
CPAs & ADVISORS

Independent Auditor's Report on Internal Control Over Financial Reporting

and on Compliance and Other Matters Based on an Audit of

Financial Statements Performed in Accordance With

Government Auditing Standards

To the Board of Directors
Global Outreach Developments International
Old Hickory, Tennessee

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Global Outreach Developments International (the Organization, a nonprofit organization), which comprise the statement of financial position as of June 30, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated February 28, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items 2024-002, 2024-003, and 2024-004 to be material weaknesses.

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A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying schedule of findings and questioned costs as item 2024-001to be a significant deficiency.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization 's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Organization's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Organization's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The Organization's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization 's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Mauldin & Jenkins, LLC

Chattanooga, Tennessee
February 28, 2025

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GLOBAL OUTREACH DEVELOPMENTS INTERNATIONAL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2024

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:	Unmodified			
Internal control over financial reporting:				
• Material weakness(es) identified?	____	Yes	X	No
• Significant deficiency(ies) identified that are not considered to be material weaknesses?	X	Yes	____	None Reported
Noncompliance material to financial statements noted?	____	Yes	X	No

SECTION II - FINANCIAL STATEMENT FINDINGS

Finding 2024-001

Criteria: As required by generally accepted accounting principles, the Organization prepares its financial statements on the accrual basis of accounting. Under that basis, expenses are recorded when the obligation is incurred, that is when the goods and services are delivered.

Condition: The Organization did not appropriately record accounts payable in the proper year end.

Cause: One invoice received subsequent to year end relating to goods delivered or services rendered prior to year end were recorded when received and not within the year end during which the obligation was incurred.

Effects: Professional fees and accounts payable were misstated, resulting in a significant control deficiency.

Questioned Costs: There were no questioned costs.

Context: Professional fees was understated $24,576 and accounts payable was understated $24,576. The impact to financial statements was a decrease to net assets of $24,576.

Recommendation: We recommend that invoices received subsequent to year end be reviewed for appropriate cutoff. This will help ensure that all material expenses, capital expenditures, and the related liabilities are recorded properly in the Organization's financial statements as of the year end.

Views of Responsible Officials: We agree with the finding and intend to implement appropriate processes and procedures to mitigate the finding.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

This summer programming opportunity is funded by NAZA

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AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6156 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND MARTHA O'BRYAN CENTER

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and Martha O'Bryan Center

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6156, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:
   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with Martha O'Bryan Center will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)

2. Amend B.1. to extend the term of this contract through June 30, 2026.
3. Amend C.1.**Maximum Liability** under this Grant Contract not to exceed **$636,440.00.** this Grant **The Maximum Liability** is increased due to additional allocation of **$318,220.00** for Fiscal Year 2026 Programing.
4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.
5. All other clauses of contracts remain unchanged.

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- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

[BALANCE OF PAGE IS INTENTIONALLY LEFT BLANK]

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Martha O'Bryan Center

By: Marsha Edwards

Name Marsha Edwards, CEO
Title: Authorized Officer

Sworn to and subscribed to before me a Notary Public, this 16th day of april, 2025

Notary Public

Casey Mulligan

CASEY MULLIGAN
TENNESSEE NOTARY PUBLIC
COUNTY OF DAVIDSON

My Commission expires 1/22/29

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

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Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA
Funds For FY 2026 Program

ORGANIZATION NAME	Martha O'Bryan Center	**CONTRACT # (Office Use):**			
PROGRAM NAME	K8/ASUs	**START DATE:**	**7/1/2025**		
ADDRESS	711 S 7th St	**END DATE:**	**6/30/2026**		
CITY, STATE & ZIP	**Nashille, TN 37206**	**CONTACT PERSON**	**Adrienne Useted, CFO**		
FEDERAL ID # (EIN)	62-0477728	**CONTACT TELEPHONE**	(615) 254-1791		
COST CATEGORIES	**AL BUDGET REQUEST**	**BUDGET EXPLANATION/DETAILS**		**OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA**	**Grantor name**
After-School Programs		**164 After School Slots**			
Salaries and Wages	$ 131,911.83	Approximately 20% Sr Director K8; Approximatey 40% of Stratford Middle, and Litton Middle Site Coordinators; Approximately 10% of 2 MOBC/Explore Site Coordinators; Approximately 10% of Warner Site Coordinator;100% of 6 tutors.		164,700	LEAPs
Benefits and Taxes	$ 23,084.57	Benefits and taxes for above listed staff. Benefits include disability insurance, medical insurance, retirement, work comp, and FICA.		23,540	LEAPs
Total Personnel Expenses	**$ 154,996.40**				
Office Supplies	$ -	None.			
Communications	$ 1,510.00	Approximately 3% of telephone and internet, costs allocated for direct staff only			
Postage and Shipping	$ -	None.			
Occupancy	$ 5,950.00	Approximately 3% of Utilities, Custodial, Grounds Maintenance, costs allocated for direct staff only			
Equipment Rental and Maintenance	$ 1,750.00	Approximately 3% of Copier Contract, costs allocated for direct staff only			
Printing and Publications	$ -	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	$ 400.00	Mileage for local travel incurred by staff for traveling between sites, picking up supplies, etc.			
Insurance	$ 1,900.00	Approximately 3% of Insurance, costs allocated for direct staff only			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ 14,400.00	Includes food, learning supplies and curriculum, based on current year actual spend, ~$87 per participant		5,000	21st Century and LEAPS
Transportation	$ -	None.			

Indirect Cost	$ 11,789.00	Our approved indirect cost rate is 14%.			
Total Non-personnel	**$ 35,950.14**				
Summer sub-total	**$ 92,222.74**				
TOTAL	**$ 318,220.00**				
RECIPIENT	Adrienne Useted				
AUTHORIZED SIGNATURE:	Adrienne Useted				

TITLE	CFO				
DATE	4/17/2025				

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES
JAMES K. POLK BUILDING
505 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-1403

TELEPHONE: 615-313-4700 FAX: 615-741-4165
TTY: 1-800-270-1349
www.tn.gov/humanservices

BILL LEE
GOVERNOR

CLARENCE CARTER
COMMISSIONER

May 24, 2022

Kent Miller
Martha O'Bryan Center
711 South 7th Street
Nashville, TN 37206

Dear Mr. Miller,

The Cost Allocation Plan originally submitted by your agency on February 28, 2022, has been approved. Please be sure the Direct Allocation Method identified in the plan is applied monthly for proper accounting of reimbursement claims.

Martha O'Bryan Center's plan will remain effective unless a significant event occurs which changes your current methodology, or the TN Department of Human Services is no longer the cognizant agency.

Sincerely,

Krysta Krall

Krysta M. Krall, CPA
Chief Financial Officer
TN Department of Human Services

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

MARTHA O'BRYAN CENTER

COST ALLOCATION PLAN

The purpose of this cost allocation plan is to summarize the methods and procedures that Martha O'Bryan Center will use to allocate cost to various programs, grants, contracts, and agreements. Only costs that are allowable, in accordance with Uniform Guidance Subpart E - Cost Principles, will be allocated to benefiting programs by Martha O'Bryan Center.

GENERAL APPROACH

The general approach of Martha O'Bryan Center in allocating costs to grants and contracts is as follows:

1. All allowable direct costs are charged directly to programs, grants, activities, etc.

2. Allowable direct costs that can be identified to more than one program will be prorated individually as direct costs using a base most appropriate to the particular cost being prorated, normally direct salaries / total salaries.

3. All other allowable general and administrative costs (costs that benefit all programs and cannot be identified to a specific program) are allocated to programs, grants, etc. using a base that results in an equitable distribution.

ALLOCATION OF COSTS

The following information summarizes the procedures that will be used by Martha O'Bryan Center beginning March 1, 2022.

A. Compensation for Personnel Services – Documented with timesheets showing time distribution for all employees and allocated based on time spent on each project/grant. Salaries and wages are charged directly to the program for which work has been done. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's salaries to the total of such salaries.

B. Fringe Benefits - Fringe benefits are allocated in the same manner as salaries and wages. Health insurance, worker's comp, life, and disability and other fringe benefits are also allocated in the same manner as salaries and wages.

C. Professional Fees/Grants and Awards – Allocated to the program benefiting from the service. All professional fees are charged directly to the program for which the service was incurred. Professional fees that benefit more than one program (audit, payroll, etc.) will be allocated to those programs based on the ratio of each program's salaries to the total of such salaries.

711 South 7th Street Nashville, TN 37206

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D. Supplies – Supplies are allocated based on usage. Expenses used for a specific project/grant will be charged directly to that project/grant. Costs that benefit more than one project/grant will be allocated to those based on the ratio of each program's salaries to the total of such salaries.

E. Telephone – Cell phone and other telephone expenses related to employee's are charged to programs/grants based on the employee's allocated time to that project/grant.

F. Printing and Publications – Printing expenses are charged directly to projects/grants that benefit from the service. Expenses that benefit more than one project/grant are allocated based on the ratio of each program's salaries to the total of such salaries.

G. Travel/Conferences and Meetings – These approved expenses will be allocated to the program benefiting from the training/conference/etc. Costs that benefit more than one project/grant will be allocated to those projects/grants based on the employee's allocated time to that project/grant.

H. Specific Assistance to Individuals – Any specific assistance given to individuals in the form of housing expenses, clothes, household supplies, wage supplements, etc. will be charged directly to the project/grant for which the individual is a part of. These will be charged to the grant as they are provided to participants.

I. Other Non-Personnel – Any non-personnel costs including subscriptions, licensing for software and background checks will be allocated to those programs based on the ratio of each program's salaries to the total of such salaries.

J. Capital Purchase – Fixed assets purchased will be charged directly to the project/grant for which the purchase is for. Many will be for multiple grants/projects and will be allocated based on the ratio of the participants being served through this project/grant or the employee that the asset is for and their allocated time to the project/grant.

K. Indirect Cost – Martha O'Bryan Center is proposing a 14% indirect cost rate to be used for the agency's overall direct monthly cost.

711 South 7th Street Nashville, TN 37206

NAZA Annex 8 - Target Program Locations (2025-2026)
Response ID: 21722
Submitted Date: 2025-03-27 17:46:25
Completion Time: 44 min. 32 sec.

Name of Organization
Martha O'Bryan Center

Days of Week of Afterschool Program
5 days per week

Afterschool site plan
- Community Site
- School Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
Martha O'Bryan Center's Middle School OST Network

Name of School Site Location
Isaac Litton Middle School

Address of School Program Site
4601 Hedgewood Dr, Nashville, TN 37216

School Partnership Level
Renewing Partnership

Number of youths targeted for site
54

Transportation needed?
No

Name of School Site Location
Stratford STEM Middle

Address of School Program Site
1800 Stratford Ave, Nashville, TN 37216

School Partnership Level
Renewing Partnership

Number of youths targeted for site
60

Transportation needed?
Yes

Name of School Site Location
Warner Elementary

Address of School Program Site
626 Russell St, Nashville, TN 37206

School Partnership Level
Renewing Partnership

Number of youths targeted for site
10

Transportation needed?
No

Name of Community Site Location
Martha O'Bryan Center

Address of Community Program Site
711 South 7th Street Nashville, TN 37206

Target School for Community Site
Explore

Target School for Community Site
East End Prep

Target School for Community Site
KIPP Academy Nashville

Number of youths targeted for site
40

3rd Party Transportation needed?
No

Summer Program Name
Martha O'Bryan Center's 5-8 Summer Camps

Name of Summer Site Location
Martha O'Bryan Center

Summer Location address
711 South 7th Street Nashville, TN 37206

Number of summer youth targeted for site
30

Name of Summer Site Location
Litton Middle School

Summer Location address
4601 Hedgewood Dr, Nashville, TN 37216

Number of summer youth targeted for site
30

Weeks of Programming
5 weeks

Days per Week of Summer Program
5 days per week

Hours per Day
8 hours

Programming Time Frame
8:00 am -5:00 pm

Proposed months of Summer programming
Both

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Kent Miller

Name: Kent Miller

Title: COO

Agency Name: Martha O'Bryan Center

Date: 3/20/24

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Kent Miller

Name: Kent Miller

Title: COO

Agency Name: Martha O'Bryan Center

Date: 3/20/24 1300

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Internal Revenue Service
Director, Exempt Organizations
Rulings and Agreements

Department of the Treasury
P.O. Box 2508
Cincinnati, Ohio 45201

Date: FEB 2 0 2007

Martha O'Bryan Center Inc
711 S 7th St
Nashville, TN 37206-3895

Federal Identification Number:
62-0477728
Person to Contact – ID#:
Sirijun Mayi - #31-07372
Contact Telephone Numbers:
877-829-5500 Phone

Dear Applicant:

This letter is to confirm that our records indicate that you are exempt under section 501(c)(3) of the Code as an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code.

You are required to file a Form 990, Return of Organization Exempt from Income Tax, only if your gross receipts are normally more than $25,000.

Please let us know about any future changes in the character, purposes, method of operation, name or address of your organization. This is a requirement for retaining your exempt status.

Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

If you have general questions about exempt organizations, please call our toll free number shown in the heading.

Sincerely,

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Attachment G1: Articles of Incorporation

3197 04/20 0101 03CHECK 5.00

State of Tennessee

Department of State

I, JOE C. CARR, Secretary of State of the State of Tennessee, do hereby certify that the annexed is a true and correct copy of the Charter of Incorporation of

PRESBYTERIAN SETTLEMENT WORK COUNCIL, INC.,

which was recorded in this office on the 22 day of January, 1951, in Charter Book Volume O-17, Page 159.

20553

IDENTIF. REFERENCE

APR 20 2 49 PM '90

DAVIDSON COUNTY

RUSH

IN WITNESS WHEREOF, I have hereto affixed my signature and the Great Seal of the State, at Nashville, this 18 day of July in the year of our Lord nineteen hundred 58

Secretary of State

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Attachment G1: Articles of Incorporation

GENERAL WELFARE

STATE OF TENNESSEE

Charter of Incorporation

Be It Known, That Mrs. John L. Weaver, Thos. C. Barr, Mrs. A. T. Jones, Mrs. Paul Overfield, H. J. Smyth, Dorian E. Clark, W. R. Courtenay, R. W. Ball, Jos. B. Ledford, Wm. E. Ward, Jr., J. C. Schutt, J. B. Bittinger, Edwin W. Albr C. T. Baker, Jr., Mrs. I. W. Williams, and Otis L. Graham.
are hereby constituted a body politic and corporate, by the name of and style of

PRESBYTERIAN SETTLEMENT WORK COUNCIL, INC.

for the purpose of engaging in and promoting and encouraging settlement, educational, and home mission work in the City of Nashville, and to engage in the work of a religio charitable, educational and missionary organization, not for profit; and particularly to engage in, control, supervise and manage the Settlement and Home Mission work wi the City of Nashville as hereto fore engaged in, conducted or participated in by the Presbyterian (U.S.) Churches in said City which are, or which may become, members of this corporation; to unify said Settlement and Home Mission Work of the said Presbyterian (U.S.) Churches in the City of Nashville under one management by this corporation for the more efficient conduct and future expansion thereof, with said individual Churches as participating members, and to take over the ownership, management, supervision and control of the said Settlement and Home Mission organizatio and their assets conducted and sponsored by said Churches; and to act as Trustee whenever necessary or advisable in the exercise of the powers of this corporation or or in the carrying out of any of the particular or general objects for which this corporation is created.

The general powers of said corporation shall be: (1) To sue and be sued by the corporate name. (2) To have and use a common seal, which it may alter at pleasure; if no common seal, then the signature of the name of the corporation, by any duly authorized officer, shall be legal and binding. (3) Any corporation chartered under the laws of Tennessee for religious, charitable, educational, missionary, or other eleemosynary purposes, and not for profit, shall have the power to receive property, real, personal or mixed, by purchase, gift, devise, or bequest, sell the same and apply the proceeds toward the promotion of the objects for which it is created, or hold any such property and apply the income and profits towards such objects. (4) Any corporation heretofore chartered for any of the foregoing purposes, desiring to avail itself of these powers, shall submit the question to its directors or trustees at any regular meeting, or special meeting, called for the purpose, or to any regular or special meeting of its executive committee, and if a majority of said directors, trustees, or executive committee vote in favor of applying for the amendment, it may then proceed in usual course to file an amendment to its charter. (5) To establish by-laws, and make all rules and regulations not inconsistent with the laws and constitution, deemed expedient for the management of corporate affairs. (6) To appoint such subordinate officers and agents, in addition to a president and secretary, or treasurer, as the business of the corporation may require. (7) To designate the name of the office, and fix the compensation of the officer. (8) To borrow money to be used in payment of property bought by it, and for erecting buildings, making improvements, and for other purposes germane to the objects of its creation, and secure the repayment of the money thus borrowed by mortgage, pledge, or deed of trust, upon such property, real, personal, or mixed, as may be owned by it; and it may, in like manner secure by mortgage, pledge, or deed of trust, any existing indebtedness which it may have lawfully contracted.

The said five or more corporators shall, within a convenient time after the registration of this charter, elect from their number a president, secretary, and treasurer, or the last two officers may be combined into one, said officers and the other corporators to constitute the first board of directors.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Attachment G1: Articles of Incorporation

Any corporation not for profit may increase its directors or trustees to a number not more than one hundred, by due and proper amendment to its by-laws, unless otherwise specifically provided. In all elections each member to be entitled to one vote, either in person or by proxy, and the result to be determined by a majority of the votes cast. Due notice of any election must be given by advertisement in a newspaper, personal notice to the members, or a day stated on the minutes of the board one month preceding the election. The term of officers may be fixed by the by-laws, the said term not, however, to exceed three years. All officers hold office until their successors are duly elected and qualified.

The general welfare of society, not individual profit, is the object for which this charter is granted, and the members are not stockholders in the legal sense of the term, and no dividends or profits shall be divided among the members.

The board of directors shall keep a record of all their proceedings, which shall be at all times subject to the inspection of any member. The corporation may establish branches in any other county in the state.

The members may, at any time, voluntarily dissolve the corporation, by a conveyance of its assets and property to any other corporation holding a charter from the state for purposes not of individual profit, first providing for corporate debts. A violation of any of the provisions of the charter shall subject the corporation to dissolution at the instance of the state.

The charter is subject to modification and amendment; and in case said modification or amendment is not accepted, corporate business is to cease, and the assets and property, after payment of debts, are to be conveyed, as aforesaid, to some other corporation holding a charter for purposes not connected with individual profit. Acquiescence in any modification, thus declared, shall be determined in a meeting of the members especially called for that purpose, and only those voting in favor of the modification shall thereafter compose the corporation.

The means, assets, income, or other property of the corporation shall not be employed, directly or indirectly, for any other purpose whatever than to accomplish the legitimate objects of its creation, and by no implication shall it engage in any kind of trading operation, nor hold any more real estate than is necessary for its legitimate purposes.

Expulsion shall be the only remedy for the nonpayment of dues by the members, and there shall be no individual liability against the members for corporate debts, but the entire corporate property shall be liable for the claims of creditors.

We, the undersigned, the incorporators above mentioned, hereby apply to the State of Tennessee for a charter of incorporation for the purposes declared in the foregoing instrument.

Witness our hands this, the 10 day of January, 19 51.

Mrs. John L. Weaver
Thos. C. Barr
Mrs. A. T. Jones
Mrs. Paul Overfield
Otis L. Graham

H. J. Smyth
Dorian E. Clark
W. R. Courtenay
R. W. Ball, Jr.
Jos. B. Ledford
Wm. E. Ward, Jr.
J. G. Schutt
J. B. Bittinger
Edwin W. Albright
C. T. Baker, Jr.
Mrs. I. W. Williams

SUBSCRIBING WITNESS:

Otis L. Graham

STATE OF TENNESSEE, COUNTY OF _____

Personally appeared before me _____

(Clerk of the County Court or Notary Public), the within named incorporators, _____

with whom I am personally acquainted, and who acknowledged that they executed the within application for a Charter of Incorporation for the purposes therein contained and expressed.

Witness my hand and official seal at office in _____, Tennessee, this _____ day of _____, 19____.

(Signature of County Court Clerk or Notary Public)

(If Notary Public) My commission expires _____ day of _____, 19____.

(Official Title) _____

(Certificate of Probate for Subscribing Witness if not acknowledged by all of the Incorporators)

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

March 13, 2025

MARSHA EDWARDS
711 S. 7TH STREET
NASHVILLE, TN 37206 USA

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: MARTHA O'BRYAN CENTER, INC.
CO Number: CO112
Renewal Date: 12/31/2025

Dear MARSHA EDWARDS :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2025106749

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2286
sos.tn.gov/charities

CO Number: CO112
Filed: 03/11/2025 10:37 AM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: MARTHA O'BRYAN CENTER, INC.

Legal entity type of the Organization: Corporation

Business Services Control Number: 000082280 **FEIN:** 62-0477728

Initial Registration Date: 01/05/1996 **Renewal Date:** 03/31/2025

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: June

When and where was the organization legally established

Date: 01/22/1951 **Country:** USA **City/State:** NASHVILLE, TN **County:** Davidson

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
711 S. 7TH STREET
USA, NASHVILLE, TN 37206

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
711 S. 7TH STREET
USA, NASHVILLE, TN 37206

Contact Information for the Charitable Organization

Contact Name: MARSHA EDWARDS

Telephone Number: (615) 254-1791 **Fax Number:** (615) 242-3411

Email: medwards@marthaobryan.org **Website:** WWW.MARTHAOBRYAN.ORG

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

P - Human Services

The charitable purpose of the organization

Supports and empowers individuals and families in need to attain greater levels of well-being and self-reliance.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: July 2023 **Last Fiscal Year End:** June 2024

Type of 990 Tax Form Filed: No 990 Filed

Gross Revenue

Direct and Indirect Public Contributions	$ 2,478,648.00
Government Grants	$ 13,374,047.00
Special Events and Activities	$ 0.00
Membership Dues	$ 0.00
Other Revenue	$ 21,979,835.00
Total Revenue	$ 37,832,530.00

Expenses

Total Program Expenses	$ 33,157,482.00
Management and General Expenses	$ 7,787,263.00
Fundraising Expenses	$ 523,257.00
Other Expenses	$ 0.00
Total Expenses	$ 41,468,002.00
Excess/Deficit For the Year (Total Revenue - Total Expenses)	($ 3,635,472.00)

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☑ Yes ☐ No

List each officer, director, and trustee (at least 2 officers are required, and you must list officers who have or share the following titles: "Chief Financial Officer", "Custodian of Contributions", "Custodian of Final Distributions")

Leighton Liles
711 South 7th Street
Nashville, TN 37206, USA
Title(s): Treasurer

Mrs. Marsha Edwards
711 S 7th Street
Nashville, TN 37206, USA
Title(s): Chief Executive Officer, Custodian of Final Distributions, Director, Custodian of Contributions

SAMORI CUMMINGS
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Chairman

MOLLY RUBERG
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Chairman

NICOLE ANDERSON
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

JEROME BURT
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

MELISSA BURTON
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

ADAM CARR
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

LIZ DENNING
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

SHERVIN EFTEKHARI
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

ANDY FAUGHT
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

TONI FITZGERALD
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

TIM GORDON
711 S. 7TH STREET
NASHVILLE, TN 37206, USA
Title(s): Director

MARILYN GREER
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

GREG HAGOOD

711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

KANDACE HARRIS
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

KEMARCUS HAYNES
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

CORRINE KIDD
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

ROBBIE KING
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

MIKE MCGUFFIN
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

SABRINA MILLER
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

SAM NEEDHAM
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

THOMPSON PAINE
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

SARA PERRY
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

CLAY RICHARDS
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

GRANT RUTLEDGE
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

POLLY RYERSON
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

TIM SINKS
711 S. 7TH STREET
NASHVILLE, TN 37206

Title(s): Director

KELSEY VINES
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

ALLISON WOOTSON
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

HARRISON FRIST
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

JEFFERY ZAGER
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

KEITH MCLEOD
711 S. 7TH STREET
NASHVILLE, TN 37206
Title(s): Director

KENT MILLER
711 S. 7TH STREET
USA, NASHVILLE, TN 37206
Title(s): Chief Administrative Officer

Has any officer, director, manager, operator, or principal of the organization been the subject of an injunction, judgement, or administrative order or been convicted of a felony?

☐ Yes ☑ No

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Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Marsha A. Edwards

Date: 03/11/2025

Title: Chief Executive Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Kent Miller

Date: 03/11/2025

Title: Chief Administrative Officer

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 03/06/2025 **Invoice:** 2025-71626

Customer Information

MARSHA EDWARDS
MARTHA O'BRYAN CENTER, INC.
711 S. 7TH STREET
NASHVILLE, TN 37206 , USA

Tracking Number	Description	Amount Paid
2025106749	MARTHA O'BRYAN CENTER, INC. (CH Charitable Renewal)	$ 10.00

Payment Details

Fee Total:	$ 10.00
Payment Total:	$ 0.00
Amount Due:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3893525143

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MARTHA O'BRYAN CENTER, INC. AND AFFILIATE

AUDITED CONSOLIDATED FINANCIAL STATEMENTS

JUNE 30, 2024 AND 2023

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

MARTHA O'BRYAN CENTER, INC. AND AFFILIATE

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MARTHA O'BRYAN CENTER, INC. AND AFFILIATE

Roster of Board of Directors and Executive Staff as of June 30, 2024

Board of Directors

Samori Cummings	Co-Chairman of the Board
Leighton Liles	Co-Chairman of the Board
Sam Needham	Treasurer
Nicole Anderson	Board Member
John Adgent	Board Member
Jerome Burt	Board Member
Melissa Burton	Board Member
Adam Carr	Board Member
Liz Denning	Board Member
Shervin Eftekhari	Board Member
Andy Faught	Board Member
Toni Fitzgerald	Board Member
Harrison Frist	Board Member
Tam Gordon	Board Member
Marilyn Greer	Board Member
Greg Hagood	Board Member
Kandace Harris	Board Member
Kemarcus Haynes	Board Member
Corinne Kidd	Board Member
Robbie King	Board Member
Mike McGuffin	Board Member
Sabrina Miller	Board Member
Thompson Paine	Board Member
Jake Powell	Board Member
Clay Richards	Board Member
Molly Ruberg	Board Member
Grant Rutledge	Board Member
Tim Sinks	Board Member
Kelsey Vines	Board Member
Allison Wootson	Board Member

Executive Staff

Marsha Edwards	President & CEO
Kent Miller	Chief Operating Officer
Derria Ford	Chief Development Officer
Judy Pennyman	Chief Talent and Culture Officer

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CROSSLIN
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

The Board of Directors
Martha O'Bryan Center, Inc. and Affiliate
Nashville, Tennessee

Report on the Consolidated Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of Martha O'Bryan Center, Inc. and Affiliate (collectively the "Center") which comprise the consolidated statement of financial position as of June 30, 2024 and 2023, and the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Martha O'Bryan Center, Inc. and Affiliate as of June 30, 2024 and 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are required to be independent of Martha O'Bryan Center, Inc. and Affiliate and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

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In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Martha O'Bryan Center, Inc. and Affiliate's ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the consolidated financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Martha O'Bryan Center Inc. and Affiliate's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Martha O'Bryan Center Inc. and Affiliate's ability to continue as a going concern for a reasonable period of time.

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We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of federal awards and state financial assistance, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and by the State of Tennessee, is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and state financial assistance is fairly stated, in all material respects, in relation to the consolidated financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Roster of Board of Directors and Executive Staff as of June 30, 2024 but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

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Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 5, 2025, on our consideration of Martha O'Bryan Center Inc. and Affiliate's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Martha O'Bryan Center Inc. and Affiliate's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Martha O'Bryan Center Inc. and Affiliate's internal control over financial reporting and compliance.

Crosslin, PLLC

Nashville, Tennessee
March 5, 2025

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MARTHA O'BRYAN CENTER, INC.
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2024 AND 2023

ASSETS

	2024	2023
Cash and cash equivalents	$ 12,447,314	$ 16,892,550
Government grants receivable	2,333,486	1,843,831
Other receivables	297,713	2,250
Due from Martha O'Bryan Foundation, Inc.	91,176	87,455
Current portion of contributions receivable	494,149	1,443,931
Prepaid expenses and other assets	152,981	273,410
Cash restricted as to use	1,042,378	720,636
Total current assets	16,859,197	21,264,063
Contributions receivable, excluding current portion	24,130	199,620
Note receivable	12,310,500	12,310,500
Property and equipment, net	38,707,755	36,785,224
Total assets	$ 67,901,582	$ 70,559,407

LIABILITIES AND NET ASSETS

LIABILITIES		
Accounts payable	$ 864,599	$ 378,530
Accrued liabilities	1,848,246	260,877
Deferred revenue	17,500	307,426
Current installments of long-term debt	677,350	828,000
Current portion of finance lease obligations	1,825,269	1,805,374
Total current liabilities	5,232,964	3,580,207
Long-term debt, less current installments	22,220,980	22,906,902
Finance lease obligations, excluding current portion	20,045,874	20,035,062
Total liabilities	47,499,818	46,522,171
NET ASSETS		
Net assets without donor restrictions	19,822,408	22,495,145
Net assets with donor restrictions	579,356	1,542,091
Total net assets	20,401,764	24,037,236
Total liabilities and net assets	$ 67,901,582	$ 70,559,407

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See notes to consolidated financial statements.

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MARTHA O'BRYAN CENTER, INC.
CONSOLIDATED STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2024 AND 2023

	2024		
	Without Donor Restrictions	With Donor Restrictions	Total
Support and revenues:			
Government grants	$ 13,374,047	$ -	$ 13,374,047
Private grants	261,498	1,502,118	1,763,616
Program fees and subsidies	19,606,819	-	19,606,819
Contributions	2,363,748	114,900	2,478,648
Investment income (loss)	448,135	-	448,135
Other revenue	161,265	-	161,265
Net assets released from restrictions:			
Restrictions satisfied by incurrence of costs	2,024,740	(2,024,740)	-
Expiration of time restrictions	555,013	(555,013)	-
Total support and revenues	38,795,265	(962,735)	37,832,530
Program services:			
Charter schools	22,839,943	-	22,839,943
Youth services	2,581,647	-	2,581,647
Community services	6,935,533	-	6,935,533
Family education	800,359	-	800,359
Total program services	33,157,482	-	33,157,482
Supporting services:			
Management and general	7,787,263	-	7,787,263
Fundraising	523,257	-	523,257
Total supporting services	8,310,520	-	8,310,520
Total expenses	41,468,002	-	41,468,002
Change in net assets	(2,672,737)	(962,735)	(3,635,472)
Net assets, beginning of year	22,495,145	1,542,091	24,037,236
Net assets, end of year	$ 19,822,408	$ 579,356	$ 20,401,764

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See notes to consolidated financial statements.

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2023		
Without Donor Restrictions	With Donor Restrictions	Total
$ 9,334,622	$ -	$ 9,334,622
316,858	1,397,841	1,714,699
19,453,713	-	19,453,713
3,067,527	181,485	3,249,012
244,090	(293,849)	(49,759)
104,537	-	104,537
2,019,230	(2,019,230)	-
720,000	(720,000)	-
35,260,577	(1,453,753)	33,806,824
20,616,611	-	20,616,611
1,906,048	-	1,906,048
3,245,962	-	3,245,962
1,686,626	-	1,686,626
27,455,247	-	27,455,247
6,706,674	-	6,706,674
680,420	-	680,420
7,387,094	-	7,387,094
34,842,341	-	34,842,341
418,236	(1,453,753)	(1,035,517)
22,076,909	2,995,844	25,072,753
$ 22,495,145	$ 1,542,091	$ 24,037,236

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MARTHA O'BRYAN CENTER, INC.
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2024

	Program Services					Supporting Services			
	Charter Schools	Youth Services	Community Services	Family Education	Total Program Services	Management and General	Fundraising	Total Supporting Services	Total
Salaries	$ 11,452,042	$ 1,649,344	$ 1,991,984	$ 495,464	$ 15,588,834	$ 3,410,207	$ 305,264	$ 3,715,471	$ 19,304,305
Employee benefits	1,839,720	177,384	240,372	74,050	2,331,526	1,175,794	22,752	1,198,546	3,530,072
Payroll taxes	693,618	121,831	135,261	36,444	987,154	342,467	22,957	365,424	1,352,578
Total personnel costs	13,985,380	1,948,559	2,367,617	605,958	18,907,514	4,928,468	350,973	5,279,441	24,186,955
Professional services	499,041	39,566	3,106,308	5,325	3,650,240	488,350	5,932	494,282	4,144,522
Insurance	97,674	21,412	41,118	6,409	166,613	51,092	4,268	55,360	221,973
Food and supplies	466,843	256,795	88,916	46,397	858,951	149,570	6,801	156,371	1,015,322
Client assistance	-	6,813	481,655	72,394	560,862	1,575	11,250	12,825	573,687
Communications	192,190	15,491	20,494	5,742	233,917	95,837	16,433	112,270	346,187
Utilities	306,331	21,349	26,576	6,713	360,969	95,287	4,087	99,374	460,343
Building and ground maintenance	158,727	52,646	48,961	11,604	271,938	117,126	6,914	124,040	395,978
Equipment maintenance and repair	33,093	53,242	65,847	13,506	165,688	86,466	10,366	96,832	262,520
Vehicles and travel	1,215,435	68,969	9,463	1,976	1,295,843	16,164	2,010	18,174	1,314,017
Professional development	186,122	7,650	10,118	129	204,019	24,579	163	24,742	228,761
Subscriptions	120,461	19,880	13,980	8,729	163,050	23,431	16,708	40,139	203,189
Fees, licenses, and miscellaneous	54,488	69,119	601,423	14,651	739,681	138,116	46,270	184,386	924,067
Special education services	437,482	-	-	-	437,482	65,779	-	65,779	503,261
Occupancy	433,585	156	52,484	-	486,225	186,040	-	186,040	672,265
Instructional	1,438,931	-	-	-	1,438,931	75,951	-	75,951	1,514,882
Interest	1,796,261	-	-	-	1,796,261	530,743	8,324	539,067	2,335,328
Total expenses before depreciation	21,422,044	2,581,647	6,934,960	799,533	31,738,184	7,074,574	490,499	7,565,073	39,303,257
Depreciation	1,417,899	-	573	826	1,419,298	712,689	32,758	745,447	2,164,745
Total expenses	$ 22,839,943	$ 2,581,647	$ 6,935,533	$ 800,359	$ 33,157,482	$ 7,787,263	$ 523,257	$ 8,310,520	$ 41,468,002

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See notes to consolidated financial statements.

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MARTHA O'BRYAN CENTER, INC.
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2023

	Program Services					Supporting Services			
	Charter Schools	Youth Services	Community Services	Family Education	Total Program Services	Management and General	Fundraising	Total Supporting Services	Total
Salaries	$ 10,439,736	$ 1,229,713	$ 767,583	$ 894,130	$ 13,331,162	$ 3,249,184	$ 323,033	$ 3,572,217	$ 16,903,379
Employee benefits	2,302,621	109,540	104,324	108,805	2,625,290	590,033	32,829	622,862	3,248,152
Payroll taxes	204,518	92,390	57,213	66,611	420,732	677,223	24,168	701,391	1,122,123
Total personnel costs	12,946,875	1,431,643	929,120	1,069,546	16,377,184	4,516,440	380,030	4,896,470	21,273,654
Professional services	331,158	42,786	1,582,645	73,945	2,030,534	593,223	6,950	600,173	2,630,707
Insurance	89,911	13,464	20,188	10,059	133,622	41,443	3,705	45,148	178,770
Food and supplies	441,688	189,021	63,694	50,976	745,379	148,375	11,737	160,112	905,491
Client assistance	-	5,590	16,558	212,581	234,729	-	-	-	234,729
Communications	158,290	13,488	9,689	10,757	192,224	73,770	13,121	86,891	279,115
Utilities	307,006	17,455	15,140	12,933	352,534	102,112	4,703	106,815	459,349
Building and ground maintenance	90,016	27,176	12,431	18,211	147,834	58,233	6,143	64,376	212,210
Equipment maintenance and repair	103,406	39,233	42,250	21,649	206,538	59,760	9,148	68,908	275,446
Vehicles and travel	973,127	59,272	5,173	4,008	1,041,580	15,244	-	15,244	1,056,824
Professional development	94,760	177	1,345	-	96,282	23,362	92	23,454	119,736
Subscriptions	85,461	2,682	10,339	9,578	108,060	15,295	16,716	32,011	140,071
Fees, licenses, and miscellaneous	53,658	64,061	492,914	192,383	803,016	335,722	67,120	402,842	1,205,858
Special education services	303,167	-	-	-	303,167	-	-	-	303,167
Occupancy	401,607	-	44,476	-	446,083	128,292	4,250	132,542	578,625
Instructional	1,079,312	-	-	-	1,079,312	42,887	-	42,887	1,122,199
Interest	1,770,593	-	-	-	1,770,593	296,333	156,705	453,038	2,223,631
Total expenses before depreciation	19,230,035	1,906,048	3,245,962	1,686,626	26,068,671	6,450,491	680,420	7,130,911	33,199,582
Depreciation	1,386,576	-	-	-	1,386,576	256,183	-	256,183	1,642,759
Total expenses	$ 20,616,611	$ 1,906,048	$ 3,245,962	$ 1,686,626	$ 27,455,247	$ 6,706,674	$ 680,420	$ 7,387,094	$ 34,842,341

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See notes to consolidated financial statements.

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MARTHA O'BRYAN CENTER, INC.
CONSOLIDATED STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2024 AND 2023

	2024	2023
Cash flows from operating activities:		
Change in net assets	$ (3,635,472)	$ (1,035,517)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	2,164,745	1,642,759
Amortization of debt issuance costs	1,567	28,340
Unrealized loss on investments	-	308,660
Gifts restricted for capital campaign	-	(165,000)
Interest capitalized	432,685	385,592
(Increase) decrease in operating assets:		
Government grant receivables	(489,655)	1,509,559
Other receivables	(295,463)	4,374
Contributions receivable	585,450	(616,035)
Prepaid expenses and other assets	120,429	(111,069)
Due from Martha O'Bryan Foundation, Inc.	(3,721)	(9,818)
Increase (decrease) in operating liabilities:		
Accounts payable	486,069	14,489
Accrued liabilities	1,587,369	22,991
Deferred revenue	(289,926)	307,426
Net cash provided by operating activities	664,077	2,286,751
Cash flows from investing activities:		
Sale of investment	-	1,591,473
Purchase of property and equipment	(4,087,276)	(9,474,173)
Net cash used in investing activities	(4,087,276)	(7,882,700)
Cash flows from financing activities:		
Collections of contributions receivable for long term purposes	539,822	735,991
Payments on long-term debt	(1,333,350)	(940,653)
Additions to finance leases	396,756	598,340
Payments of finance leases	(303,523)	(266,683)
Net cash provided by financing activities	(700,295)	126,995
Net change in cash and cash equivalents and restricted cash	(4,123,494)	(5,468,954)
Cash, cash equivalents and restricted cash at beginning of year	17,613,186	23,082,140
Cash, cash equivalents and restricted cash at end of year	$ 13,489,692	$ 17,613,186

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MARTHA O'BRYAN CENTER, INC.
CONSOLIDATED STATEMENTS OF CASH FLOWS - Continued
FOR THE YEARS ENDED JUNE 30, 2024 AND 2023

	2024	2023
Reconciliation of cash and equivalents and restricted cash:		
Cash and equivalents	$ 12,447,314	$ 16,892,550
Cash restricted as to use	1,042,378	720,636
	$ 13,489,692	$ 17,613,186
Supplemental Disclosures of Cash Flow Information:		
Cash paid for interest	$ 1,902,643	$ 1,838,039
Cash paid for amounts included in measurement of lease liabilities:		
Operating cash flows from finance leases	$ 1,834,605	$ 1,824,380
Financing cash flows from finance leases	$ 303,523	$ 266,683
Noncash Investing and Financing Activities:		
Finance lease assets obtained in exchange for lease liabilities	$ 396,756	$ 598,340

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A. NATURE OF ACTIVITIES

Organization

Martha O'Bryan Center, Inc. and Affiliate (collectively the "Center"), founded in 1894, is qualified as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code. The primary programs of the Center include charter schools, child development, youth services, community services and family education. The Center operates primarily in its East Nashville community. The charter schools discussed below are programs of the Center. Accordingly, all activity of the schools are included in the accompanying consolidated financial statements.

During 2011, the Center received funding for a charter school, East End Preparatory School ("EEP"), in East Nashville. EEP provides kindergarten through grade eight students with the academic foundation necessary to excel in high school and beyond, while fully integrating familial and community support to help them achieve their goals. EEP opened in August 2011 with four kindergarten classes and added an additional grade each year culminating with the addition of the eighth grade in the 2019-2020 fiscal year.

During 2014, the Center received approval to open another charter school, Explore Community School ("Explore"). Explore plans to provide kindergarten through grade eight students with opportunities to foster independence, critical thinking and creativity through project-based learning. Explore opened in August 2015 and plans to add an additional grade each year, similar to EEP.

In December 2021, MOBC-Boscobel, Inc., a qualified tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code, was established to obtain financing and construct new facilities which will serve as offices for the Center. In December 2023, the assets and liabilities of the entity were transferred to the Martha O' Bryan, Center, Inc.

B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Consolidated Financial Statement Presentation

The accompanying consolidated financial statements present the financial position and changes in net assets of the Martha O'Bryan Center (the "MOBC") and MOBC-Boscobel, Inc. ("Boscobel") on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("GAAP"). All significant intercompany receivables and payables and income and expenses among consolidated entities have been eliminated upon consolidation.

The consolidated financial statements of the Center are presented on the accrual basis. The significant accounting policies followed are described below.

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B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Cash and Cash Equivalents

The Center considers all highly liquid investments with original maturities of less than three months to be cash equivalents. The Center may, at times, maintain bank accounts whose balances exceed federally insured limits. However, the Center has not experienced any losses in such accounts, and believes it is not exposed to any significant credit risk related to cash and cash equivalents.

Contributions and Promises to Give

Unconditional promises to give that are expected to be collected within one year are recorded at their net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of estimated future cash flows. The discounts on those amounts are computed using a risk-free interest rate applicable to the year in which the promise is received. Amortization of the discount is included in contribution revenue. Unconditional promises to give are reported net of an allowance for uncollectible receivables based on historical payment trends and review of specific accounts. Conditional promises to give are not included as support until such time as the conditions are substantially met.

Grant Revenues and Receivables

Grant revenues are recognized when qualified reimbursable expenses are incurred or when services are performed. Grant funds received in advance are recognized as deferred grant revenue until earned. Grant receivables represent amounts due from grants which have been earned but not received. All grant receivables are reported at estimated collectible amounts.

The Center receives federal financial assistance through state agencies, as well as state and local government grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies.

Any disallowed claims resulting from such audits could become a liability of the Center. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the Center as of June 30, 2024 and 2023.

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B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Property and Equipment

Property and equipment are stated at cost, net of accumulated depreciation. It is the Center's policy to capitalize property and equipment over $10,000. Depreciation is calculated using the straight-line method to allocate the cost of depreciable assets over the estimated useful lives of the assets. The useful lives for buildings and improvements range from five to forty years. The lives for equipment, furniture and fixtures, office equipment and automobiles range from five to seven years. Assets held under capital leases are amortized over the shorter of the estimated useful life of the assets or the lease term. Donated property and equipment are recorded at their estimated fair value at the date of the gift.

Expenditures for maintenance and repairs are expensed when incurred. Expenditures for renewals or betterments are capitalized. When property is retired or sold, the cost and the related accumulated depreciation are removed from the accounts, and the resulting gain or loss is included in net assets without donor restrictions.

Net Assets

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions - Net assets available for use in general operations and not subject to donor or grantor imposed restrictions.

Net Assets With Donor Restrictions - Net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. The Center has no net assets subject to donor-imposed restrictions that are perpetual in nature at June 30, 2024 and 2023.

Contributions received are recorded as support without donor restrictions or with donor restrictions depending on the existence and/or nature of any donor restrictions. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized.

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B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

In-Kind Contributions of Property, Materials and Services

In-kind contributions are recognized at their estimated fair values on date of receipt. The Center recognizes the fair value of contributed services received if such services create or enhance nonfinancial assets or require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not contributed. The Center receives services from a large number of volunteers who give significant amounts of their time to the Center's programs and fund-raising campaigns but which do not meet the criteria for financial statement recognition.

Income Taxes

The Center is exempt from federal income taxes under the provisions of Internal Revenue Code Section 501(c)(3), and, accordingly, no provision for income taxes is included in the consolidated financial statements.

Under generally accepted accounting principles ("GAAP"), a tax position is recognized as a benefit only if it is "more likely than not" that the tax position would be sustained in a tax examination, with a tax examination being presumed to occur. The amount recognized is the largest amount of tax benefit that is greater than 50% likely of being realized on examination. For tax positions not meeting the "more likely than not" test, no tax benefit is recorded. The Center had no material uncertain tax positions that qualify for either recognition or disclosure in the consolidated financial statements as of June 30, 2024 and 2023.

The Center files a U.S. Federal information tax return. As of June 30, 2024 and 2023, the Center has accrued no interest and no penalties related to uncertain tax positions. It is the Center's policy to recognize interest and/or penalties related to income tax matters in income tax expense.

Functional Allocation of Expenses

The costs of providing various programs and other activities have been summarized on a functional basis in the statements of activities and in the statements of functional expenses. Expenses which are directly related to a function are charged to that function. Expenses that are related to more than one function are allocated to the applicable functions based upon various allocation methods in order to reflect the total cost of each function. Management and general expenses include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the Center.

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B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Long-lived Assets

Management evaluates the recoverability of the investment in long-lived assets on an ongoing basis and recognizes any impairment in the year of determination. It is reasonably possible that relevant conditions could change in the near term and necessitate a change in management's estimate of the recoverability of these assets.

Leases

The Center determines whether an arrangement is or contains a lease at lease inception. Under ASC 842, a contract is (or contains) a lease if it conveys the right to control the use of an identified asset for a period of time in exchange for consideration. Control is defined under the standard as having both the right to obtain substantially all of the economic benefits from use of the asset and the right to direct the use of the asset.

On the commencement date, operating leases are recorded as operating lease right-of-use ("ROU") assets and operating lease liabilities in the balance sheets. Finance leases are recorded as property and equipment and finance lease liabilities in the balance sheets.

ROU assets represent the Center's right to use an underlying asset for the lease term, and lease liabilities represent the Center's contractual obligation to make lease payments. The lease liability is measured as the present value of the lease payments over the lease term using either the rate implicit in the lease, if it is determinable, or the Center's incremental borrowing rate if the implicit rate is not determinable. ROU assets are calculated as the present value of the remaining lease payments plus unamortized initial direct costs and prepayments of rent, less any unamortized lease incentives received. Lease terms may include renewal or extension options to the extent they are reasonably certain to be exercised. For operating leases, lease expense is recognized on a straight-line basis over the lease term. For finance leases, amortization of the asset is recognized on a straight-line basis over the useful life of the underlying asset and interest on the lease liability is recognized over the lease term. The Center has elected not to recognize a ROU asset and lease liability for leases with an initial term of 12 months or less but includes the expense associated with short-term leases in lease expense in the statements of income.

ROU assets are assessed for impairment in accordance with the Center's long-lived asset policy. Management reassesses lease classification and remeasures ROU assets and lease liabilities when a lease is modified and that modification is not accounted for as a separate new lease or upon certain other events that require reassessment in accordance with ASC 842.

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B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Use of Estimates

The preparation of consolidated financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

C. LIQUIDITY AND AVAILABILITY

The following table reflects the Center's financial assets as of June 30, 2024 and 2023, reduced by amounts that are not available for general use because of contractual or donor-imposed restrictions within one year of the statement of financial position date.

	2024	2023
Cash and cash equivalents	$ 12,447,314	$ 16,892,550
Government grants receivable	2,333,486	15,887,587
Other receivables	297,713	2,250
Due from Martha O'Bryan Foundation, Inc.	91,176	87,455
Contribution's receivable	518,279	1,643,551
Financial assets at end of year	15,687,968	20,469,637
Less: assets unavailable for general expenditures within one year:		
Net assets with donor restrictions	(520,313)	(1,542,091)
Financial assets available to meet cash needs for general expenditures within one year	$ 15,167,655	$ 18,927,546

The Center seeks to maintain liquid assets in order to meet its obligations as they become due. Additionally, the Center has a line of credit with an available balance of $1,000,000 at June 30, 2024 which could provide for operating cash, if needed.

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D. SIGNIFICANT SUPPORT

The Center received approximately 50% in 2024 and 56% in 2023 of its funding for operations from Metro Nashville Public Schools based on the State's Tennessee Investment in Student Achievement ("TISA") in 2024 and Basic Education Program ("BEP") in 2023 for its charter schools, EEP and Explore. TISA and BEP funding is designated to schools based on student attendance. Gross TISA funding for the year ended June 30, 2024 was $20,087,864. Gross BEP funding for the year ended June 30, 2023 was $19,016,038 which excludes $266,000 of capital outlay funds included with government grants revenue to be used for facility rent.

A major reduction of these funds, should this occur, may have a significant effect on future operations of the Center.

E. CONTRIBUTIONS RECEIVABLE

A summary of contributions receivable as of June 30, 2024 and 2023 is as follows:

	2024	2023
Unconditional promises expected to be collected in:		
Less than one year	$ 494,149	$ 1,443,931
One to five years	45,000	230,000
	539,149	1,673,931
Less discount for net present value	(20,870)	(50,341)
	$ 518,279	$ 1,643,551

The majority of the Center's contributions receivable are restricted by donors for the acquisition of property and equipment, including meeting obligations of the Center's capital lease obligations. Management determined that an allowance for uncollectible accounts was not necessary at June 30, 2024 and 2023.

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F. PROPERTY AND EQUIPMENT

Property and equipment at June 30, 2024 and 2023 is as follows:

	2024	2023
Land	$ 1,150	$ 1,150
Building and improvements	19,693,420	4,258,950
Furniture and fixtures	1,1,807,296	573,336
Equipment	2,511,589	2,142,473
Automobiles	179,817	179,817
Buildings under finance lease	25,401,582	25,401,582
Equipment under finance lease	214,610	214,610
Construction in progress	-	12,950,370
	49,809,464	45,722,288
Accumulated depreciation	(11,101,709)	(8,937,064)
	$ 38,707,755	$ 36,785,224

G. NOTE RECEIVABLE

As part of the Center's financing arrangement for construction of the Faith building (see Note I), the Center issuance a note receivable with a principal balance of $12,310,500 to Chase NMTC MOB Investment Fund, LLC (the "Fund"). The note bears interest at 1%, receivable quarterly beginning in March 2022. In March 2029, principal and interest payments of $197,997 are expected to be received quarterly through September 2045. Final receipt of $131,930 is due in December 2045. Management has determined no allowance is necessary on the note receivable as of June 30, 2024.

Related to the arrangement with NMTC MOBC Investment Fund, LLC, the Center has an option at the end of the compliance period in December 2028, to purchase the Fund. Certain compliance measures as defined in the option agreement are required for the purchase option to be exercised.

H. LINE-OF-CREDIT

The Center has an agreement with a local financial institution for an unsecured revolving line of credit with a maximum availability of $1,000,000. Interest is payable monthly at the institution's prime rate of interest, but in no event will the rate be less than 4% (8.25% at June 30, 2024). There were no amounts outstanding under this line of credit June 30, 2024 and 2023, respectively. The line of credit expires in April 2025.

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I. LONG-TERM DEBT

In December of 2021 the Center entered into a new market tax credit debt structure for the purpose of construction of a new facility. Long-term debt, related to the financing of construction consists of the following at June 30, 2024:

Note payable to Pinnacle Bank, with a principal amount of $4,140,000, bearing interest at a fixed rate of 7.25%, with interest accruing quarterly through December 2026. Beginning in December 2023, annual payments of $828,000 are required through the maturity date in December 2026. The note payable is collateralized by land and property improvements. The ending principal balance as of June 30, 2023, was $2,912,347. The note was paid in full in fiscal year 2024.

Note payable to Low Income Investment Fund (LIIF), with a principal amount up to $3,000,000 bearing interest at a fixed rate of 4.5%, with interest accruing quarterly through September 2028 and a balloon payment of principal and unpaid interest due in December 2028. The note payable is collateralized by land and property improvements. Ending principal balance as of June 30, 2024 is $2,971,694.

Note payable to LIIF Sub-CDE LC, LLC, with a principal amount of $14,938,000, bearing interest at a fixed interest rate of 1.1827%, with interest only payments of $44,186 due quarterly through December 2028. Beginning in March 2029, quarterly interest and principal payments of $186,280 are required through September 2051 with a final payment of outstanding principal and interest of $124,125 becoming due in December 2051. The note payable is collateralized by land and property improvements. Ending principal balance as of June 30, 2024 is $14,938,000.

Note payable to CNMC Sub-CDE 199, LLC, with a principal amount of $2,000,000, bearing interest at a fixed rate of 1.1827%, with interest only payments of $5,914 due quarterly through December 2028. Beginning in March 2029, quarterly interest and principal payments of $24,940 are required through August 2051 with a final payment of outstanding principal and interest of $16,619 becoming due in December 2051. The note payable is collateralized by land and property improvements. Ending principal balance as of June 30, 2023 is $2,000,000.

The Center also paid $542,452 in costs related to closing of the loans, which are presented net of notes payable in the balance sheet. These costs are being amortized over the life of the loans. The Center recognized $1,567 and $28,340 in amortization expense in fiscal years 2024 and 2023, respectively.

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I. LONG-TERM DEBT - Continued

Maturities of long term debt for the next five years are as follows:

Year Ending June 30,	Amount
2025	$ -
2026	-
2027	-
2028	-
2029	3,294,448
Thereafter	16,615,246
Total	$19,909,694

Interest expense recognized related to the above notes payable was $403,828 during the year ended June 30, 2024.

J. FINANCE LEASE OBLIGATIONS AND DEFERRED RENT NOTE PAYABLE

Finance Leases of Building and Equipment

The Center has a formal sub-lease agreement for Explore's use of a school building and equipment with the Metropolitan Development Housing Authority ("MDHA"). The sub-leases commenced in August 2019 when Explore took occupancy of the school building and equipment. The sub-leases represent capital lease obligations recorded on Explore's financial statements. The sub-leases have the following provisions:

Equipment sub-lease: The sub-lease for the equipment is for a term of ten years requiring monthly rent payments of approximately $2,400 per month. The equipment lease contains a purchase option that allows the Center to purchase the equipment at the end of the lease for its fair market value at that time.

Explore Community School building sub-lease: The sub-lease for the school building is for an initial term of 30 years with two optional five-year extensions. Rent is due monthly in amounts totaling approximately $106,600 from the commencement of the lease through September 30, 2025, $158,800 from October 1, 2025 through December 31, 2028, $159,400 from January 1, 2029 through December 31, 2029 and $161,250 from January 1, 2030 through September 30, 2048. However, cash payments of rent are limited to 9.25% of Explore's gross revenue (as defined in the agreement). Any excess base rent over this limitation each month is accrued under a separate term loan payable to MDHA as an obligation under the deferred rent note payable (discussed on the following page).

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J. FINANCE LEASE OBLIGATIONS AND DEFERRED RENT NOTE PAYABLE - Continued

The Center also has an option to purchase the school building, the equipment and the interest in a land lease from the property's developer. The option period begins September 24, 2025 and continues for a period of 180 days. The purchase price is equal to the greater of the fair market value of the school building and equipment or the outstanding balances of certain loan balances held by MDHA at the purchase option date.

East End School building sub-lease: The sub-lease for the school building is for an initial term of 10 years with no extensions. Rent is due monthly in amounts totaling approximately $39,854 from the commencement of the lease through July 1, 2022, with 4% increases annually. After the lease expires all titles of the building reverts back to Metro Nashville Public Schools.

Finance lease right-of-use assets are included in property and equipment in the consolidated statements of financial position. Total cost and accumulated depreciation of finance lease right-of-use assets were $25,616,192 and $4,831,289, respectively, at June 30, 2024, and $25,616,192 and $3,675,415, respectively, at June 30, 2023.

The components of lease expense for June 30 is as follows:

	2024	2023
Finance lease expense		
Amortization of ROU assets	$1,155,874	$1,155,874
Interest on lease liabilities	1,834,605	1,824,380
	$2,990,479	$2,980,254

Additional supplemental information regarding assumptions for leases is as follows for June 30:

	2024	2023
Weighted-average remaining lease term (years)	21.56	22.31
Weighted-average discount rate	8.60%	8.60%

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J. FINANCE LEASE OBLIGATIONS AND DEFERRED RENT NOTE PAYABLE - Continued

As of June 30, 2024, the maturity of the finance lease liabilities is as follows:

Year Ending June 30,	
2025	$ 1,825,269
2026	2,316,209
2027	2,494,478
2028	2,516,857
2029	2,540,131
2030 - 2034	10,955,221
2035 - 2039	9,675,000
2040 - 2044	9,675,000
2045 - 2049	8,207,573
Total undiscounted cash flows	50,205,738
Less: present value discount	(28,334,595)
Total lease liabilities	$ 21,871,143

Obligation under deferred rent note payable

As noted on the previous page, any excess of the School's scheduled minimum lease payment under the building sub-lease and 9.25% of the Center's gross revenue are funded by MDHA through a term loan. This term loan has a maximum capacity of $3.5 million. Interest is accrued to the principal of the loan at a rate of 3% per year. All principal and interest are due in March 2026. During 2023, capital lease shortfall payments of approximately $495,211 was capitalized under the obligation to MDHA. The balance as of June 30, 2024, was $3,500,000.

K. NET ASSETS WITH DONOR RESTRICTIONS

Assets with donor restrictions are available for the following purposes:

	2024	2023
Subject to expenditure for specified purpose:		
Capital assets	$336,811	$ 891,824
Child development	229,816	268,901
Accelerated residential community	12,727	-
Other	-	381,366
	$579,356	$1,542,091

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L. RETIREMENT PLANS

Assets with Donor Restrictions

The Center maintains a 401(k) retirement plan. Employees are eligible to participate in the 401(k) plan after completing one year of service and attaining age eighteen. The Center may make matching contributions to the plan on a discretionary basis.

EEP and Explore certified teachers, with membership in the Tennessee Consolidated Retirement Plan (TCRS) before July 1, 2014, are provided with pensions through the Teacher Legacy Pension Plan, a cost-sharing, multiple employer defined benefit pension plan administered by the TCRS. The Teacher Legacy Pension Plan closed to new membership on June 30, 2014 but will continue providing benefits to existing members and retirees. Contributions for teachers are established in the statutes governing TCRS and may only be changed by the Tennessee General Assembly. Teachers contribute 5% of salary. The Center annually contributed 6.81% and 8.69% of covered payroll to the plan for 2024 and 2023.

EEP and Explore certified teachers, with membership in the TCRS after July 1, 2014, are provided with pensions through the Teacher Retirement Plan, a cost-sharing, multiple employer defined benefit pension plan administered by the TCRS. Contributions for teachers are established in the statutes governing TCRS and may only be changed by the Tennessee General Assembly. Teachers contribute 5% of salary. The Center annually contributed 4% of covered payroll to the plan for 2024 and 2023. During 2024 and 2023, the Center placed the actuarially determined contribution rate of 2.95% and 2.87% of covered payroll into the pension plan and placed 1.05% and 1.13% percent of covered payroll into the Pension Stabilization Reserve Trust, respectively.

All other EEP and Explore employees participate in the Metropolitan Government of Nashville and Davidson County's Division B Pension Plan, a defined benefit multi-employer pension plan managed and administered by the Metropolitan Employee Benefit Board, an independent board created by the Metropolitan Charter. All funding is provided under an actuarially recommended employee contribution rate of 12.338% and 12.455% for 2024 and 2023 for the non-certificate employees of the Metropolitan Nashville Public Schools.

The total employer expense of the Center for all of the above plans was approximately $1,284,327 and $1,041,255 for 2024 and 2023, respectively.

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M. RELATED PARTY TRANSACTIONS

The Center receives funding from the Martha O'Bryan Foundation, Inc. ("Foundation"), a related entity which is governed by a separate Board of Directors. A total of $137,605 and $-0- was received from the Foundation during 2024 and 2023, respectively.

N. SUBSEQUENT EVENTS

Management has evaluated subsequent events through March 5, 2025, the date the consolidated financial statements were available for issuance and has determined there are no subsequent events requiring disclosure.

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SUPPLEMENTAL SCHEDULE

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MARTHA O'BRYAN CENTER, INC.
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
AND STATE FINANCIAL ASSISTANCE
YEAR ENDED JUNE 30, 2024

Federal or State Grantor/Program Title/ Pass-through Grantor	Assistance Listing Number	Grantor's Number	Expenditures
Expenditures of Federal Awards:			
U.S Department of Agriculture:			
Child Nutrition Cluster:			
National School Lunch Program (1)	10.555	N/A	$ 268,754
National School Breakfast Program (1)	10.553	N/A	155,753
Total Child Nutrition Cluster			424,507
Child and Adult Care Food Program (4)	10.558	N/A	13,281
Total U.S. Department of Agriculture			437,788
U.S. Department of Human Services			
American Rescue Plan Act (ARPA)			
Child Care Stabilization Grant	93.575	2101TNCSC6	497,666
TANF Opportunity Pilot Grants (2) *	93.588	34530-82823	5,588,931
Total U.S. Department of Human Services			6,086,597
Corporation for National and Community Service			
AmeriCorps (3)	94.006	31701-112409	172,835
AmeriCorps (3)	94.006	31701-112315	27,735
Total Corporation for National and Community Service			200,570
TOTAL FEDERAL AWARDS			$ 6,724,955
Expenditures of State Financial Assistance:			
Tennessee Department of Human Services:			
Family Collective	N/A	GR1238698	$ 365,269
Establishment Grant	N/A	N/A	99,999
Child Care Improvement-Staff Retention Grant	N/A	N/A	62,000
Total Tennessee Department of Human Services			527,268
Tennessee Department of Child Services:			
Tied Together Program	N/A	GR1238698	383,900
Total Tennessee Department of Child Services			383,900

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MARTHA O'BRYAN CENTER, INC.
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
AND STATE FINANCIAL ASSISTANCE - Continued
YEAR ENDED JUNE 30, 2024

Federal or State Grantor/Program Title/ Pass-through Grantor	Assistance Listing Number	Grantor's Number	Expenditures
Tennessee Department of Education:			
TN Disruption Grant	N/A	N/A	16,718
Tennessee Investment in Student Achievement (TISA)	N/A	N/A	20,087,864
Public School Safety Grant	N/A	N/A	59,118
Lottery for Education Afterschool Programs	N/A	N/A	395,000
TN All Corp Grant	N/A	N/A	320,600
Total State of Tennessee Department of Education			20,879,300
TOTAL STATE FINANCIAL ASSISTANCE			21,790,468
TOTAL EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE			$ 28,515,423

* - denotes major program
(1) - Passed through the Tennessee Department of Education
(2) - Passed through the Tennessee Department of Human Services
(3) - Passed through the Tennessee Department of Finance and Administration
(4) - Passed through Our Daily Bread

See independent auditor's opinion and accompanying notes.

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A. BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards and State Financial Assistance (the "Schedule") includes the federal and state grant activity of Martha O'Bryan Center, Inc. and Affiliate (collectively the "Center"). The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance") and the State of Tennessee. Because the Schedule presents only a selected portion of the operations of the Center, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Center.

B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

For purposes of the Schedule, expenditures of federal and state grant awards are recognized on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

The Center did not expend any Federal or State awards during fiscal year 2024 in the form of non-cash assistance.

The Center elected to not use the 10% deminimus indirect cost rate. The Center did not provide any funds to subrecipients.

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CROSSLIN
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Board of Directors of
Martha O'Bryan Center, Inc. and Affiliate

We have audited in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the consolidated financial statements of Martha O'Bryan Center, Inc. and Affiliate (collectively the "Center"), which comprise the statements of financial position as of June 30, 2024, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated March 5, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the consolidated financial statements, we considered the Center's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, we do not express an opinion on the effectiveness of the Center's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's consolidated financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Center's consolidated financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the consolidated financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Center's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Center's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Crosslin, PLLC

Nashville, Tennessee
March 5, 2025

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CROSSLIN
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR THE MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

The Board of Directors of
Martha O'Bryan Center, Inc. and Affiliate

Report on Compliance for the Major Federal Program

Opinion on the Major Federal Program

We have audited the compliance of Martha O'Bryan Center, Inc. and Affiliate (collectively the "Center") with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on the major federal program for the year ended June 30, 2024. The Center's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, Martha O'Bryan Center, Inc. and Affiliate complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the major federal program for the year ended June 30, 2024.

Basis for Opinion on the Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Martha O'Bryan Center, Inc. and Affiliate and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of Martha O'Bryan Center, Inc. and Affiliate's compliance with the compliance requirements referred to above.

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Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Martha O'Bryan Center, Inc. and Affiliate's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Martha O'Bryan Center, Inc. and Affiliate's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Martha O'Bryan Center, Inc. and Affiliate s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Martha O'Bryan Center, Inc. and Affiliate's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.

- Obtain an understanding of Martha O'Bryan Center, Inc. and Affiliate's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Martha O'Bryan Center, Inc. and Affiliate's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

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Report on Internal Control over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Crosslin, PLLC

Nashville, Tennessee
March 5, 2025

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MARTHA O'BRYAN CENTER, INC. AND AFFILIATE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2024

SECTION I - SUMMARY OF INDEPENDENT AUDITOR'S RESULTS

Consolidated Financial Statements

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	___yes _x_ no
Significant deficiency(ies) identified?	___yes _x_ none reported
Noncompliance material to consolidated financial statements noted?	___yes _x_ no

Federal Awards

Internal control over major program:	
Material weakness(es) identified?	___yes _x_ no
Significant deficiency(ies) identified?	___yes _x_ none reported
Type of auditor's report issued on compliance for major program:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	___yes _x_ no

Identification of major programs:

CFDA Number	Name of Federal Program
93.588	TANF Opportunity Pilot Grants

Dollar threshold used to distinguish between Type A and Type B programs: $750,000

Auditee qualified as low-risk auditee? _x_yes ___ no

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SECTION II - FINDINGS RELATING TO THE CONSOLIDATED FINANCIAL STATEMENTS REPORTED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

None.

SECTION III – FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None.

SECTION IV - SUMMARY OF PRIOR AUDIT FINDINGS

None.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form <u>without changes</u>.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This afterschool opportunity is funded by NAZA

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

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UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6158 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND NATIONS MINISTRY CENTER

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and Nations Ministry Center.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6158, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:
   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with Nations Ministry Center will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)

2. Amend B.1. to extend the term of this contract through June 30, 2026.

3. Amend C.1.Maximum Liability under this Grant Contract not to exceed $489,990.00.
   The Maximum Liability is increased due to additional allocation of $244,995.00 for Fiscal Year 2026 Programing.
4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.
5. All other clauses of contracts remain unchanged.

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This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BE12ED741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Nations Ministry Center

By: Chris Lovingood

Name Chris Lovingood
Title: Authorized Officer

Sworn to and subscribed to before me a Notary Public, this 17th day of April, 2025

Notary Public

DANIEL C. RICHARDSON
TENNESSEE NOTARY PUBLIC
My Comm Exp. May 9, 2026
COUNTY OF DAVIDSON

My Commission expires 05/09/26

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

[BALANCE OF PAGE IS INTENTIONALLY LEFT BLANK]

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Metropolitan Government of Nashville and Davidson County/Nashville Public Library/ NAZA

Funds For FY 2026 Program

ORGANIZATION NAME	Nations Ministry Center	CONTRACT # (Office Use):	L-6158		
PROGRAM NAME	Nations Academy	START DATE:	7/1/2025		
ADDRESS	406 Welshwood Drive	END DATE:	6/30/2026		
CITY, STATE & ZIP	Nashville, TN 37211	CONTACT PERSON	Abby Mosby		
FEDERAL ID # (EIN)	55-0898912	CONTACT TELEPHONE	(615) 512 - 0541		
COST CATEGORIES	TOTAL BUDGET REQUEST	BUDGET EXPLANATION/DETAILS		OTHER FUNDING Funding amount from other sources invested in serving the same number of slots requested from NAZA	Grantor name
After-School Programs		After-school program starts 09/03/2024 | Per slot rate for afterschool is $1.355			
Salaries and Wages	103,700.00	1 program director at 40% of salary ($75,000) for 9 months. 1 salaried site coordinator at 50% of annual salary ($48,000) for 9 months. 1 hourly site coordinator at $22/hr x 1150 hours. 1 hourly site coordinator at $22/hr x 250 hours. Site coordinator hours include recruitment, school and family engagement, lesson planning, program facilitation, and professional development from August - May. 3 frontline staff at $18/hr x 600 hours. Program will run 4 days a week. Additional wages covered by other funding sources.			
Benefits and Taxes	8,970.00	FICA: 7.65% rate for 7 staff; Worker's Comp: 1.00 per $100 of remuneration for 7 staff. Remaining benefits covered by other funding sources.			
Total Personnel Expenses	**112,670.00**				
Office Supplies	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Communications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Postage and Shipping	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Occupancy	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Equipment Rental and Maintenance	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Printing and Publications	0.00	Estimated unit number and unit cost or % of total cost charged to this grant			
Travel/Conferences & Meetings	238.00	$0.70 reimbursement rate for staff mileage for approximately 340 miles			
Insurance	0.00	Unit cost or % of total cost charged to this grant			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	5,250.00	$50 per child for curriculum, learning software, snacks, incentives, and supplies			
Transportation	56,000.00	Two Grayline buses at Lead Southeast at $250 a day for 112 days			
Field Trips	0.00	Per youth average cost or cost per trip and estimated number of youth participating			
partners	0.00	Any contracted services, including external enhancement partners- cost per contract or per			
Other Non-Personnel	500.00	Cost of background checks, CPR certifications, and other onboarding fees			
Indirect Cost	23,617.00	16.6% requested to cover agency indirect costs			
Total Non-personnel	**85,605.00**				

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NATIONS MINISTRY CENTER
COST ALLOCATION PLAN

406 Welshwood Drive
Nashville, TN 37211
EIN: 55-0898912

615.828.9664

Chris Lovingood, Executive Director
chris@nationsministrycenter.org

Nations Ministry Center is requesting an indirect cost rate of 16.6% ending June 30, 2026.

Nations Ministry Center has created an Administrative Services (Indirect) Pool consisting of salaries, fringe benefits, and other indirect costs (audit, accounting, non-auto insurance, the relevant portion of the Executive Director's salary, office supplies, . The Administrative Services (Indirect) Pool is charged with all the indirect costs.

SUMMARY

NAZA-funded salaries and related benefits are 31.3% of total agency wages and benefits. The Administrative Services (Indirect) Pool is $100,375. NAZA's portion of the Administrative Services (Indirect) Pool is $31,417 or an indirect cost rate of 16.6% ($188,995 total NAZA slot award divided NAZA's portion of the indirect cost pool divided by $188,995 total NAZA slot award divided).

The following summary costs shared by all programs and allocated on a basis of each program's wages to total agency wages.

Summary of Indirect Costs	
Audit and accounting fees	$9,300.00
Non-auto insurance	$10,000.00
Occupancy	$20,975.00
Payroll fees	$2,100.00
Executive Director's Salary	$52,500.00
Office Supplies	$5,500.00
	$100,375.00

Purpose/General Statements

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The purpose of this cost allocation plan is to summarize, in writing, the methods and procedures that this organization will use to allocate costs to various programs, grants, contracts and agreements.

OMB Circular A-122, "Cost Principles for Non-Profit Organizations," establishes the principles for determining costs of grants, contracts and other agreements with the Federal Government. Nations Ministry Center's Cost Allocation Plan is based on the Direct Allocation method described in OMB Circular A-122. The Direct Allocation Method treats all costs as direct costs except general administration and general expenses.

Direct costs are those that can be identified specifically with a particular final cost objective. Indirect costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective.

Only costs that are allowable, in accordance with the cost principles, will be allocated to benefiting programs by Nations Ministry Center.

General Approach

The general approach of Nations Ministry Center in in allocating costs to particular grants and contracts is as follows:

A. All allowable direct costs are charged directly to programs, grants, activity, etc.

B. Allowable direct costs that can be identified to more than one program are prorated individually as direct costs using a base most appropriate to the particular cost being prorated.

C. All other allowable general and administrative costs (costs that benefit all programs and cannot be identified to a specific program) are allocated to programs, grants, etc. using a base that results in an equitable distribution.

ALLOCATION OF COSTS

The following information summarizes the procedures that will be used by *Nations Ministry Center:*

A. Compensation for Personal Services - Documented with timesheets showing time distribution for all employees and allocated based on time spent on each program or grant. Salaries and wages are charged directly to the program for which work has been done. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's salaries to the total of such salaries Costs that benefit all programs will be allocated based on the ratio of each program's salaries to total salaries.

1. Fringe benefits (FICA, and Worker's Compensation) are allocated in the

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same manner as salaries and wages. Dental insurance, life & disability and other fringe benefits are also allocated in the same manner as salaries and wages.

2. Vacation, holiday, and sick pay are allocated in the same manner as salaries and wages.

B. Travel Costs - Allocated based on purpose of travel. All travel costs (local and out-of-town) are charged directly to the program for which the travel was incurred.

C. Professional Services Costs (such as consultants, accounting and auditing services) - Allocated to the program benefiting from the service. All professional service costs are charged directly to the program for which the service was incurred when only one program benefits. Costs that benefit all programs will be allocated based on the ratio of each program's wages to total wages.

D. Office Expense and Supplies (including office supplies and postage) - Allocated based on usage. Expenses used for a specific program will be charged directly to that program to the extent possible. Postage expenses are charged directly to programs to the extent possible. Costs that benefit all programs will be allocated based on the ratio of each program's wages to total wages.

E. Equipment – Nations Ministry Center depreciates equipment when the initial acquisition cost exceeds $1,000. Items below $1,000 are reflected in the supplies category and expensed in the current year. Unless allowed by the awarding agency, equipment purchases are recovered through depreciation.

F. Printing (including supplies, maintenance and repair) - Expenses are charged directly to programs that benefit from the service. Costs that benefit all programs will be allocated based on the ratio of each program's expenses to total expenses.

G. Insurance - Insurance needed for a particular program is charged directly to the program requiring the coverage. Other insurance coverage that benefits all programs is allocated based on the ratio of each program's wages to total wages.

H. Telephone/Communications -. Phone needed for a particular program is charged directly to the program requiring the phone. Other phone usage that benefits all programs is allocated based on the ratio of each program's wages to total wages.

I. Occupancy - Occupancy needed for a particular program is charged directly to the program requiring the space. Other space needs that benefit all programs are allocated based on the ratio of each program's wages to total wages.

J. Training/Conferences/Seminars – Allocated to the program benefiting from the training, conferences or seminars. Costs that benefit more than one program will be allocated to those programs based on the ratio of each program's salaries to the total of such salaries. Costs that benefit all programs will be allocated based on the ratio of each program's salaries to total salaries.

K. Other Costs (including dues, licenses, fees, etc.) - Other joint costs will be allocated

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on a basis determined to be appropriate to the particular costs. *(Grantee should describe methodology for applicable costs).*

L. Unallowable Costs – Costs that are unallowable in accordance with OMB Circular A-122, including alcoholic beverages, bad debts, advertising (other than help-wanted ads), contributions, entertainment, fines and penalties. Lobbying and fundraising costs are unallowable, however, are treated as direct costs and allocated their share of general and administrative expenses.

Chris Lovingood

Chris Lovingood, Executive Director
April 24, 2025

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NAZA Annex 8 - Target Program Locations (2025-2026)
Response ID: 21760
Submitted Date: 2025-03-31 19:57:47
Completion Time: 3 days 1 hr. 22 min. 14 sec.

Name of Organization
Nations Ministry Center

Days of Week of Afterschool Program
4 days per week

Afterschool site plan
- Community Site
- School Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
Nations Academy

Name of School Site Location
Lead Southeast Middle School

Address of School Program Site
531 Metroplex Drive

School Partnership Level
Renewing Partnership

Number of youths targeted for site
60

Transportation needed?
Yes

Name of School Site Location
McMurray Middle School

Address of School Program Site
520 McMurray Drive

School Partnership Level
Renewing Partnership

Number of youths targeted for site
30

Transportation needed?
Yes

Name of Community Site Location
Hillcrest United Methodist Church

Address of Community Program Site
5112 Raywood Lane

Target School for Community Site
Tusculum Elementary School

Target School for Community Site
Cole Elementary School

Number of youths targeted for site
15

3rd Party Transportation needed?
No

Summer Program Name
The Big Read

Name of Summer Site Location
Hillcrest United Methodist Church

Summer Location address
5112 Raywood Lane

Number of summer youth targeted for site
80

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Weeks of Programming
6 weeks

Days per Week of Summer Program
4 days per week

Hours per Day
6 hours

Programming Time Frame
9:00am-3:00pm

Proposed months of Summer programming
Both

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements

By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Chris Lovingood
Name: Chris Lovingood
Title: Executive Director
Agency Name: NATIONS MINISTRY CENTER
Date: 03/19/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Chris Lovingood

Name: Chris Lovingood

Title: Executive Director

Agency Name: NATIONS MINISTRY CENTER

Date: 03/19/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date SEP 16 2011

NATIONS MINISTRY CENTER
PO BOX 128154
NASHVILLE, TN 37212

Employer Identification Number:
55-0898912
DLN:
17053004379011
Contact Person:
CARA D FRANCZAK ID# 31452
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
June 6, 2005
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Part II 1. Articles of Incorporation

State of Tennessee

Department of State
Corporate Filings
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, TN 37243

CHARTER
(Nonprofit Corporation)

For Secretary of State Use Only
2005 JUN -6 AM 10:43
SECRETARY OF STATE

The undersigned acting as incorporator(s) of a nonprofit corporation under the Tennessee Nonprofit Corporation Act adopts the following Articles of Incorporation.

1. The name of the corporation is: Nations Ministry Center

2. Please complete all of the following sentences by checking one of the two boxes in each sentence:
This corporation is a ☑ public benefit corporation / ☐ mutual benefit corporation.
This corporation is ☑ a religious corporation / ☐ not a religious corporation.
This corporation will ☐ have members / ☑ not have members.

3. The name and complete address of the corporation's initial registered agent and office in Tennessee is:
Terry Rappuhn 736 Greeley Dr Nashville TN 37205 Davidson
Name Street Address City State, Zip Code County

4. List the name and complete address of each incorporator:
Terry Rappuhn 736 Greeley Dr, Nashville, TN 37205
Name (Include Street Address, City, State, and Zip Code)
Name (Include Street Address, City, State, and Zip Code)
Name (Include Street Address, City, State, and Zip Code)

5. The complete address of the corporation's principal office is:
4413 #2 Tennessee Avenue, Nashville, TN Davidson
Street Address City State/County Zip Code

6. The corporation is not for profit.

7. If the document is not to be effective upon filing by the Secretary of State, the delayed effective date and time are:
Date _____, _____, Time _____ (Not to exceed 90 days.)

8. Insert here the provisions regarding the distribution of assets upon dissolution:
Upon dissolution, assets to be distributed to Presbytery of Middle Tennessee

9. Other provisions:

6/6/2005
Signature Date

Incorporator's Signature
Terry Rappuhn
Incorporator's Name (typed or printed)

SS-4418 (Rev. 9/04) Filing Fee: $100 RDA 1070

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Secretary of State
Division of Business Services
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, Tennessee 37243

DATE: 06/06/05
REQUEST NUMBER: 5472-0603
TELEPHONE CONTACT: (615) 741-2286
FILE DATE/TIME: 06/06/05 1043
EFFECTIVE DATE/TIME: 06/06/05 1043
CONTROL NUMBER: 0495212

TO:
NATIONS MINISTRY CENTER
4413 #2 TENNESSEE AV

NASHVILLE, TN 37205

RE:
NATIONS MINISTRY CENTER
CHARTER - NONPROFIT

CONGRATULATIONS UPON THE INCORPORATION OF THE ABOVE ENTITY IN THE STATE OF TENNESSEE, WHICH IS EFFECTIVE AS INDICATED.

A CORPORATION ANNUAL REPORT MUST BE FILED WITH THE SECRETARY OF STATE ON OR BEFORE THE FIRST DAY OF THE FOURTH MONTH FOLLOWING THE CLOSE OF THE CORPORATION'S FISCAL YEAR. ONCE THE FISCAL YEAR HAS BEEN ESTABLISHED, PLEASE PROVIDE THIS OFFICE WITH THE WRITTEN NOTIFICATION. THIS OFFICE WILL MAIL THE REPORT DURING THE LAST MONTH OF SAID FISCAL YEAR TO THE CORPORATION AT THE ADDRESS OF ITS PRINCIPAL OFFICE OR TO A MAILING ADDRESS PROVIDED TO THIS OFFICE IN WRITING. FAILURE TO FILE THIS REPORT OR TO MAINTAIN A REGISTERED AGENT AND OFFICE WILL SUBJECT THE CORPORATION TO ADMINISTRATIVE DISSOLUTION.

WHEN CORRESPONDING WITH THIS OFFICE OR SUBMITTING DOCUMENTS FOR FILING, PLEASE REFER TO THE CORPORATION CONTROL NUMBER GIVEN ABOVE. PLEASE BE ADVISED THAT THIS DOCUMENT MUST ALSO BE FILED IN THE OFFICE OF THE REGISTER OF DEEDS IN THE COUNTY WHEREIN A CORPORATION HAS ITS PRINCIPAL OFFICE IF SUCH PRINCIPAL OFFICE IS IN TENNESSEE.

FOR: CHARTER - NONPROFIT ON DATE: 06/06/05

FROM:
PRESBYTERY OF MIDDLE TENNESSEE
318 SEABOARD LANE
SUITE 205
FRANKLIN, TN 37067-0000

	FEES	
RECEIVED:	$100.00	$0.00
TOTAL PAYMENT RECEIVED:		$100.00

RECEIPT NUMBER: 00003753153
ACCOUNT NUMBER: 00096219

Riley C. Darnell
RILEY C. DARNELL
SECRETARY OF STATE

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

STATE OF TENNESSEE
Tre Hargett, Secretary of State
Division of Business Services
William R. Snodgrass Tower
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

NATIONS MINISTRY CENTER
5800 Maudina Ave. Apt. R-5
NASHVILLE, TN 37209

August 25, 2011

Filing Acknowledgment

Please review the filing information below and notify our office immediately of any discrepancies.

Control # : 495212 Status: Active
Filing Type: Corporation Non-Profit - Domestic

Document Receipt

Receipt # : 531530 Filing Fee: $20.00

Payment-Cash - NATIONS MINISTRY CENTER, NASHVILLE, TN $20.00

Amendment Type: Articles of Amendment Image # : 6933-0051
Filed Date: 08/25/2011 12:55 PM

This will acknowledge the filing of the attached articles of amendment with an effective date as indicated above. When corresponding with this office or submitting documents for filing, please refer to the control number given above.

You must also file this document in the office of the Register of Deeds in the county where the entity has its principal office if such principal office is in Tennessee.

Tre Hargett
Secretary of State

Processed By: Cynthia Dunn

Field Name	Changed From	Changed To
Principal Address 1	5800 MAUDINA AVE	5800 Maudina Ave. Apt. R-5
Principal Address 2	#R-5	No value
Principal Postal Code	372090000	37209
Principal County	Davidson	Davidson County

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

State of Tennessee

Department of State
Corporate Filings
312 Rosa L. Parks Avenue
6th Floor, William R. Snodgrass Tower
Nashville, TN 37243

ARTICLES OF AMENDMENT TO THE CHARTER (Nonprofit)

For Office Use Only

FILED
RECEIVED
STATE OF TENNESSEE
2011 AUG 25 PM 12: 55
TRE HARGETT
SECRETARY OF STATE

0495212

Corporate Control Number (If Known) 0495212

Pursuant to the provisions of section 48-60-105 of *The Tennessee Nonprofit Corporation Act,* the undersigned corporation adopts the following articles of amendment to its charter:

1. Please insert the name of the corporation as it appears of record:
   Nations Ministry Center
   If changing the name, insert the new name on the line below:

2. Please check the block that applies:
   ☑ Amendment is to be effective when filed by the secretary of state.
   ☐ Amendment is to be effective, _____ (month, day, year)
   (Not to be later than the 90th day after the date this document is filed.) If neither block is checked, the amendment will be effective at the time of filing.

3. Please insert any changes that apply:
   a. Principal address: 5800 Maudina Ave, Apt R-5 (Street) Nashville (City) TN (State/County) 37209 (Zip Code)
   b. Registered agent:
   c. Registered address: (Street) (City) (State/County) (Zip Code)
   d. Other changes:

4. The corporation is a nonprofit corporation.

5. The manner (if not set forth in the amendment) for implementation of any exchange, reclassification, or cancellation of memberships is as follows:

6. The amendment was duly adopted on April 25, 2011 (month, day, year) by (please check the block that applies):
   ☐ The incorporators without member approval, as such was not required.
   ☑ The board of directors without member approval, as such was not required.
   ☐ The members

7. Indicate which of the following statements applies by checking the applicable block:
   ☐ Additional approval for the amendment (as permitted by §48-60-301 of the tennessee nonprofit corporation act) was not required.
   ☑ Additional approval for the amendment was required by the charter and was obtained.

Chairman of the Board, Nations Ministry Center
Signer's Capacity

John S. Wagster
Signature

August 25, 2011
Date

John S. Wagster
Name of Signer (typed or printed)

SS-4416 Filing Fee: $20 RDA 1678

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Amendment to NMC Charter:
passed by vote of the Board of Trustees, April 25, 2011. Further approved by a vote of the Presbytery of Middle Tennessee on Saturday, July 23, 2011.

1. At the end of Article 6, the following sentence:

The organization is organized exclusively for charitable, religious, educational, and/or scientific purposes under section 501(c)3 of the Internal Revenue Code.

2. At the end of Article 9, the following shall be added:

No part of the net earnings of the organization shall insure to the benefit of or be distributable to its members, trustees directors or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the exempt purposes (charitable, educational, religious and/or scientific). No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in or intervene in (including the publication or distribution of statements) any political campaign or behalf of or in opposition to any candidate for public office. Notwithstanding any other provisions of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt under section 501(c)3 of the Internal Revenue Code, or the corresponding section of any future tax code, or (b) by an organization, contributions to which are deductible under section 170(c)2 of the Internal Revenue Code or the corresponding section of any future tax code.

6933.0052
RECEIVED
STATE OF TENNESSEE
2011 AUG 25 PM 12: 55
TRE HARGETT
SECRETARY OF STATE

3. Article 8 shall be deleted in its entirety and replaced with the following:

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)3 of the Internal Revenue Code or corresponding section of any future federal tax code or shall be distributed to the federal government or to a state or local government for a public purpose.

John S. Wagner
Chairman of the Board

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Tre Hargett
Secretary of State

Division of Business Services
Department of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

CHRIS LOVINGOOD
406 WELSHWOOD DR
NASHVILLE, TN 37211

January 22, 2024

Request Type: Certificate of Existence/Authorization
Request #: 0565254

Issuance Date: 01/22/2024
Copies Requested: 1

Document Receipt

Receipt # : 008601265	Filing Fee:	$20.00
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Regarding:	NATIONS MINISTRY CENTER		
Filing Type:	Nonprofit Corporation - Domestic	Control # :	495212
Formation/Qualification Date:	06/06/2005	Date Formed:	06/06/2005
Status:	Active	Formation Locale:	TENNESSEE
Duration Term:	Perpetual	Inactive Date:	
Business County:	DAVIDSON COUNTY		

CERTIFICATE OF EXISTENCE

I, Tre Hargett, Secretary of State of the State of Tennessee, do hereby certify that effective as of the issuance date noted above

NATIONS MINISTRY CENTER

* is a Corporation duly incorporated under the law of this State with a date of incorporation and duration as given above;

* has paid all fees, interest, taxes and penalties owed to this State (as reflected in the records of the Secretary of State and the Department of Revenue) which affect the existence/authorization of the business;

* has filed the most recent annual report required with this office;

* has appointed a registered agent and registered office in this State;

* has not filed Articles of Dissolution or Articles of Termination. A decree of judicial dissolution has not been filed.

Tre Hargett
Secretary of State

Processed By: Cert Web User

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Phone (615) 741-6488 * Fax (615) 741-7310 * Website: http://tnbear.tn.gov/

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NATIONS MINISTRY CENTER
FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT
YEAR ENDED JUNE 30, 2024

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

NATIONS MINISTRY CENTER
FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT
YEAR ENDED JUNE 30, 2024

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EBD
Edmondson, Betzler & Dame
Certified Public Accountants

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Nations Ministry Center

Opinion

We have audited the accompanying financial statements of Nations Ministry Center (a nonprofit organization), which comprise the statement of financial position as of June 30, 2024 and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Nations Ministry Center as of June 30, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Nations Ministry Center and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Nations Ministry Center's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Brentwood Location: 5310 Maryland Way • Suite 330 • Brentwood, Tennessee 37027 • Phone: 615-916-3100 • Fax: 615-916-3161
Murfreesboro Location: 1535 W. Northfield Blvd.,Suite 14 Lincoln Square • Murfreesboro, Tennessee 37129 • Phone: 615-916-3100 • Fax: 615-907-3393

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Nations Ministry Center's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Nations Ministry Center's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Brentwood, Tennessee

October 9, 2024

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NATIONS MINISTRY CENTER
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2024

ASSETS

Current assets:	
Cash	$ 515,572
Restricted cash	15,786
Total cash and cash equivalents	531,358
Prepaid insurance	40,949
Total current assets	572,307
Long term assets:	
Property and equipment, net	379,740
Right-of-use asset	22,291
Total long term assets	402,031
Total assets	$ 974,338

LIABILITIES AND NET ASSETS

Current liabilities:	
Accounts payable	$ 1,687
Current portion of long-term lease obligation	19,004
Total current liabilities	20,691
Long-term lease obligation	3,287
Total liabilities	23,978
Net assets:	
Without donor restrictions	934,574
With donor restrictions	15,786
Total net assets	950,360
Total liabilities and net assets	$ 974,338

The accompanying notes are an integral part of these financial statements.

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NATIONS MINISTRY CENTER
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues and other support:			
Contributions	$ 524,755	$ -	$ 524,755
Grants	249,993	-	249,993
Contributions in-kind	37,510	-	37,510
Interest income	23,520	-	23,520
Program revenue	20,727	-	20,727
Shop for a Cause	5,638	-	5,638
Miscellaneous	2,122	-	2,122
Net assets released from restrictions	21,451	(21,451)	-
Total revenues and other support	885,716	(21,451)	864,265
Expenses:			
Program services	870,640	-	870,640
Support services:			
Management and general	34,425	-	16,392
Fundraising	27,817	-	27,817
Total support services	62,242	-	44,209
Total expenses	932,882	-	932,882
Change in net assets	(47,166)	(21,451)	(68,617)
Net assets, beginning of year	981,740	37,237	1,018,977
Net assets, end of year	$ 934,574	$ 15,786	$ 950,360

The accompanying notes are an integral part of these financial statements.

NATIONS MINISTRY CENTER
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2024

	Program Services			Supporting Services		
	Nations Academy	Immigration and Social Services	Programs Subtotal	Management and General	Fundraising	Total Expenses
Salaries and wages	$ 273,506	$ 182,337	$ 455,843	$ 11,997	$ 11,995	$ 479,835
Payroll taxes	21,172	14,114	35,286	928	928	37,142
Employee benefits	11,700	7,800	19,500	513	512	20,525
Total salaries and benefits	306,378	204,251	510,629	13,438	13,435	537,502
Rent and mortgage assistance	-	122,829	122,829	-	-	122,829
Office expense and supplies	55,672	13,918	69,590	288	415	70,293
Travel and transportation	27,442	12,914	40,356	-	-	40,356
Depreciation	-	38,989	38,989	-	-	38,989
Rent	25,560	-	25,560	3,195	3,195	31,950
Security upgrades	25,239	-	25,239	-	-	25,239
Insurance	-	15,691	15,691	1,963	1,959	19,613
Contract services	1,164	-	1,164	13,295	-	14,459
Facilities	-	8,897	8,897	489	489	9,875
Postage	-	433	433	-	5,737	6,170
Telephone and internet	-	3,240	3,240	406	405	4,051
Printing	-	966	966	-	2,145	3,111
Payroll fees	-	2,844	2,844	-	-	2,844
Miscellaneous	-	1,025	1,025	1,351	-	2,376
Meals	1,754	132	1,886	-	37	1,923
Professional development	116	848	964	-	-	964
Community outreach	-	338	338	-	-	338
	$ 443,325	$ 427,315	$ 870,640	$ 34,425	$ 27,817	$ 932,882

The accompanying notes are an integral part of these financial statements.

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NATIONS MINISTRY CENTER
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2024

Cash flows from operating activities:	
Change in net assets	$ (68,617)
Adjustments to reconcile change in net assets to net cash from operating activities:	
Depreciation	39,489
Change in:	
Prepaid expenses	(4,083)
Contributions receivable	40,000
Grants receivable	83,141
Accounts payable	(18,630)
Net cash from operating activities	71,300
Net change in cash	71,300
Cash, beginning of year	460,058
Cash, end of year	$ 531,358

The accompanying notes are an integral part of these financial statements.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Nations Ministry Center's (the "Organization") purpose is to help refugee families become generationally self-sufficient through job coaching and training, education opportunity including summer reading programs and after-school literacy development, and family social services including immigration assistance.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Restricted Cash

Certain cash accounts are classified as restricted assets on the statements of financial position because their use is limited by donor restrictions.

Property and Equipment

Property and equipment are reported at cost and include improvements that significantly add to utility or extend useful lives and exceed $1,000. Costs of maintenance and repairs are charged to expense as incurred. Assets are depreciated using a straight-line basis to allocate cost over their estimated useful lives of 5 - 7 years for vehicles, furniture and equipment and over 15 - 27.5 years for buildings and improvements. When depreciable assets are disposed of, the cost and related accumulated depreciation are removed from the accounts, and any gain (except on trade-in) or loss is included in income for the period. A gain on trade-in is applied to reduce the cost of the new acquisition.

Basis of Presentation

The Organization reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Contributions

All contributions are considered to be without donor restriction unless specifically stated by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as net assets with donor restrictions. However, if a restriction is fulfilled in the same time period the contribution is received, the Organization reports the support as net assets without donor restriction.

Contributions Receivable

Contributions receivable, less an allowance for uncollectible amounts, are recognized as revenues in the period promised, and as assets, decreases in liabilities, or expenses depending on the form of the benefits received. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Amounts expected to be collected within the next fiscal year are classified as current assets at the face value of the receivable. Amounts which are not collectible within the next fiscal year are recorded as non-current contributions receivable, using the estimated present value of the future cash flows. Donor pledges which are expected to be collected over a period greater than one year are discounted at current interest rates, if material.

Donated Materials and Services

Contributions of donated material that are usable for program services, fundraising, and support of management and general functions are recorded at their fair values in the period received. Contributions of donated services that create or enhance nonfinancial assets or that require specialized skills, are provided by individuals possessing those skills, and which would typically need to be purchased if not donated, are recorded at their fair values in the period received.

Donations of property and equipment are recorded as support at their estimated fair value. Such donations are reported as unrestricted support unless the donor has restricted the donated asset for a specific purpose. As of June 30, 2024, the Organization has no donated property or equipment which is restricted.

The fair value of donated volunteer services is not reflected in the accompanying financial statements since it is not practical to objectively determine the fair value of services received. However, management estimates that a substantial number of volunteers have donated significant amounts of their time.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions affecting the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Income Tax

The Organization is exempt from federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income tax has been made in the accompanying financial statements.

The Organization has adopted ASC Topic 740-10, *Accounting for Uncertainty in Income Taxes,* which prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return, including the position that the Organization continues to qualify to be treated as a tax-exempt entity for both federal and state income tax purposes. For those benefits to be recognized, a tax position must be more-likely-than-not to be sustained upon examination by taxing authorities. For the year ended June 30, 2024, the Organization has no material uncertain tax positions to be accounted for in the financial statements under these rules. The Organization has exempt organization tax filings open to Internal Revenue Service audit, generally, for three years after they are filed.

Concentrations of Credit Risk

The Organization maintains bank accounts at one financial institution. Financial instruments that potentially subject the Organization to concentrations of credit risk consist primarily of cash equivalents and short-term investments. The Organization utilizes the Insured Cash Sweep ("ICS") product at their financial institution for cash and cash equivalents in excess of their operating funds, which reduces or eliminates the risk related to concentrations of investments above FDIC insurance levels. The Organization has not experienced any losses in the accounts. Management believes the Organization is not exposed to any significant credit risk related to cash.

Functional Allocation of Expenses

The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include salaries and benefits, payroll taxes, and payroll expense, which are allocated on the basis of estimates of time and effort, as well as facilities and depreciation, which are allocated on an estimate of usage. All other expenses are directly assigned to their related program.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Events Occurring After Reporting Date

The Organization has evaluated events and transactions that occurred after June 30, 2024, through October 9, 2024. During the period there were no material recognizable subsequent events that required recognition in the disclosures to the June 30, 2024 financial statements.

NOTE 2 - PROPERTY AND EQUIPMENT

Property and equipment are recorded at cost. Depreciation is provided over the estimated useful lives of the respective assets on a straight-line basis. Property and equipment at June 30, 2024, is as follows:

Building	$ 254,364
Land	91,218
Vehicles	204,103
Land improvements	6,690
Furniture and fixtures	12,480
	568,855
Less: accumulated depreciation	(189,115)
	$ 379,740

NOTE 3 - ACCOUNTS PAYABLE

The Organization maintains lines of credit on two credit cards. One line has a credit limit available of $30,000 and bears interest at 21.99% annual rate for purchases and 25.49% annual rate for cash advances. The second line has a credit limit available of $30,000 and bears interest at 18.24% annual rate for purchases and 29.24% annual rate for cash advances. There was no outstanding balance on the credit cards as of June 30, 2024.

The Organization has a policy to pay liabilities or other obligations as they become due.

NOTE 4 - LEASE OBLIGATION

The Organization has an operating lease for space in a church building that is used for the Nations Academy program. The Organization's lease has remaining lease terms of twenty-six months.

The components of lease expense are as follows:

Operating lease cost	$ 17,164

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NOTE 4 - LEASE OBLIGATION (CONTINUED)

Supplemental balance sheet information related to lease is as follows:

Operating lease right-of-use asset	$ 22,291
Current portion of long-term lease obligation	$ 19,004
Long-term lease obligation	3,287
Total operating lease obligation	$ 22,291

The weighted average discount rate for the operating lease agreement is 5%.

Maturity of lease obligation is as follows:

Year ending June 30:	
2025	$ 19,690
2026	3,308
Total lease payments	22,998
Less: imputed interest	(707)
Total	$ 22,291

NOTE 5 - NET ASSETS

The Organization's governing board has designated, from net assets without donor restrictions of $934,574, net assets for an operating reserve of $300,000.

Net assets with donor restrictions as of June 30, 2024 were restricted for the following purposes:

Funds received with use restrictions	$ 15,786

NOTE 6 - LIQUIDITY AND AVAILABILITY OF RESOURCES

The Organization has $531,358 of financial assets available within one year of the statement financial position date consisting of cash of $531,358. The Organization has a goal to maintain financial assets, which consist of cash, on hand to meet six months of normal operating expense, which are, on average, approximately $450,000. The Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.

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NOTE 7 - DONATED MATERIALS AND SERVICES

Donated facilities and supplies ("in-kind" contributions) included in the statement of activities are as follows:

Contributions in-kind:	
Rent	$ 22,200
Supplies for Nations Academy	15,310
Total contributions in-kind	37,510
Expenses:	
Functional expenses:	
Program services	33,070
Management and general	2,220
Fundraising	2,220
Total expenses in-kind	37,510
Change in net assets	$ -

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving/* Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This afterschool opportunity is funded by NAZA

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6157 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT.

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and Nashville International Center for Empowerment.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6157, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:

   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with Nashville International Center for Empowerment. will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)

2. Amend B.1. to extend the term of this contract through June 30, 2026.
3. Add **B.1.1.** Grantee is not entitled to payment under this amendment until grantee provides an updated audit. The date of issue for the audit must be after June 16, 2024. Grantee must provide the updated audit to Metro by August 18, 2025, or this amendment is void. Metro will not incur any liability for services rendered by grantee or payment to the grantee until an updated audit is received and accepted by Metro.

4. Amend C.1. **Maximum Liability** under this Grant Contract not to exceed $**168,030.00.** The **Maximum Liability** is increased due to additional allocation of $**84,015.00 f**or Fiscal Year 2026 Programing.
5. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.
6. All other clauses of contracts remain unchanged.

This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jennifer Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE40BFDF0F034BF...

Library Director

RECIPIENT: Nashville International Center for Empowerment

By: _____

Name Dr. Gatluak Thach
Title: Authorized Officer

Sworn to and subscribed to before me a Notary Public, this 11th day of June, 2025

Notary Public

STATE OF TN
COUNTY OF Davidson

Sworn to (or affirmed) and subscribed before me this 11th day of June 2025, by Gatluak Thach

Samantha Bly Jenkins
Notary Public's Signature
My Commission Expires on

Samantha Bly Jenkins
Notary's Name
My Commission Expires Nov. 3, 2025

SAMANTHA LOUISE BLY JENKINS
STATE OF TENNESSEE NOTARY PUBLIC
COUNTY OF DAVIDSON

My Commission expires My Commission Expires Nov. 3, 2025

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- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

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Indirect Cost	$ -	Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.
Total Non-personnel	**$ 14,598.00**	
Afterschool sub-total	**$ 59,951.18**	

Summer Programs		**Per slot rate for summer to be calculated at $8 an hour per slot. Maximum cost per youth slot for summer program is $320 per week for partners programming 5 days per week for 8 hours per day.**
Salaries and Wages	$ 18,168.00	2 program staff at 6 weeks x 40 hrs/wk x $20.20/hr and 1 program manager at 6 weeks x 40 hrs/wk x $23/hr and 1 program director at 6 weeks x 15hrs/wk x $32.80/hr
Benefits and Taxes	$ 2,545.34	total salary x 8.07% on program for all benefits and and total salary x 5.94% for all taxes
Total Personnel Expenses	**$ 20,713.34**	
Office Supplies	$ -	Estimated unit number and unit cost or % of total cost charged to this grant
Communications	$ -	Estimated unit number and unit cost or % of total cost charged to this grant
Postage and Shipping	$ -	Estimated unit number and unit cost or % of total cost charged to this grant
Occupancy	$ -	Estimated unit number and unit cost or % of total cost charged to this grant
Equipment Rental and Maintenance	$ -	Estimated unit number and unit cost or % of total cost charged to this grant
Printing and Publications	$ -	Estimated unit number and unit cost or % of total cost charged to this grant
Travel/Conferences & Meetings	$ -	Milage, parking and other travel unit cost and unit number
Insurance	$ -	Unit cost or % of total cost charged to this grant
learning software, programs, games,	$ 1,300.00	$66.67 per student for 15 students
Field Trips	$ 750.00	5 field trips x 2 drivers x 4 hrs each trip x $18.75
partners	$ 1,300.00	Any contracted services, including external enhancement partners- cost per contract or per hour/class
Other Non-Personnel	$ -	Anything else that is part of programming cost but is not listed
Indirect Cost	$ -	**20% of their total budget. The Indirect cost requests must be accompanied by agency's cost**
Total Non-personnel	**$ 3,350.00**	
Summer sub-total	**$ 24,063.34**	
TOTAL	**$ 84,014.51**	
RECIPIENT	Cindy Cunningham	
AUTHORIZED SIGNATURE:		
TITLE	CFO	
DATE	4/24/25	

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NAZA Annex 8 - Target Program Locations (2025-2026)
Response ID: 21756
Submitted Date: 2025-03-31 17:58:32
Completion Time: 38 min. 57 sec.

Name of Organization
Nashville International Center for Empowerment

Days of Week of Afterschool Program
4 days per week

Afterschool site plan
- School Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
NICE After School Program

Name of School Site Location
Margaret Allen Middle School

Address of School Program Site
500 Spence Ln, Nashville, TN 37210

School Partnership Level
Renewing Partnership

Number of youths targeted for site
15

Transportation needed?
Yes

Name of School Site Location
Antioch Middle School

Address of School Program Site
5050 Blue Hole Rd, Antioch, TN 37013

School Partnership Level
New Partnership

Number of youths targeted for site
15

Transportation needed?
Yes

Name of School Site Location
Wright Middle School

Address of School Program Site
180 McCall St, Nashville, TN 37211

School Partnership Level
Renewing Partnership

Number of youths targeted for site
15

Transportation needed?
Yes

Summer Program Name
The NICE Summer Program

Name of Summer Site Location
Rolling Hills Community Church (South Location)

Summer Location address
255 Haywood Ln. Nashville, TN 37211

Number of summer youth targeted for site
15

Weeks of Programming
6 weeks

Days per Week of Summer Program
4 days per week

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Hours per Day
8 hours

Programming Time Frame
8L00am-4:00pm

Proposed months of Summer programming
Both

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: _____

Name: Dr. Gatluak Thach

Title: President & CEO

Agency Name: Nashville International Center for Empowerment

Date: March 24, 2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources
- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: _____

Name: Dr. Gatluak Thach

Title: President & CEO

Agency Name: Nashville International Center for Empowerment

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Date: March 24, 2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

IRS Department of the Treasury
Internal Revenue Service

CINCINNATI OH 45999-0038

In reply refer to: 0248222025
Mar. 01, 2016 LTR 4168C 0
02-0674431 000000 00
Input Op: 0248222025 00018250
BODC: TE

NASHVILLE INTERNATIONAL CENTER FOR
EMPOWERMENT
% GATLAUK THACH
417 WELSHWOOD DR STE 100
NASHVILLE TN 37211-4225

024780

Employer ID Number: 02-0674431
Form 990 required: yes

Dear Taxpayer:

This is in response to your request dated Feb. 22, 2016, regarding your tax-exempt status.

We issued you a determination letter in June 2003, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

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0248222025
Mar. 01, 2016 LTR 4168C 0
02-0674431 000000 00
Input Op: 0248222025 00018251

NASHVILLE INTERNATIONAL CENTER FOR
EMPOWERMENT
% GATLAUK THACH
417 WELSHWOOD DR STE 100
NASHVILLE TN 37211-4225

Sincerely yours,

Doris P. Kenwright

Doris Kenwright, Operation Mgr.
Accounts Management Operations 1

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

STATE OF TENNESSEE
Tre Hargett, Secretary of State
Division of Business Services
William R. Snodgrass Tower
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

GATLUAK THACH
417 WELSHWOOD DR. SUITE 100
NASHVILLE, TN 37211

April 9, 2015

Request Type: Certificate of Existence/Authorization
Request #: 0159022

Issuance Date: 04/09/2015
Copies Requested: 1

Document Receipt

Receipt # : 001997210 Filing Fee: $22.25

Payment-Credit Card - State Payment Center - CC #: 161791650 $22.25

Regarding: NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT
Filing Type: Nonprofit Corporation - Domestic
Control # : 504925
Formation/Qualification Date: 10/21/2005
Date Formed: 10/21/2005
Status: Active
Formation Locale: TENNESSEE
Duration Term: Perpetual
Inactive Date:
Business County: DAVIDSON COUNTY

CERTIFICATE OF EXISTENCE

I, Tre Hargett, Secretary of State of the State of Tennessee, do hereby certify that effective as of the issuance date noted above

NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT

* is a Corporation duly incorporated under the law of this State with a date of incorporation and duration as given above;

* has paid all fees, taxes and penalties owed to this State (as reflected in the records of the Secretary of State and the Department of Revenue) which affect the existence/authorization of the business;

* has filed the most recent annual report required with this office;

* has appointed a registered agent and registered office in this State;

* has not filed Articles of Dissolution or Articles of Termination. A decree of judicial dissolution has not been filed.

Tre Hargett
Secretary of State

Processed By: Cert Web User

Verification #: 011442928

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Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

September 30, 2024

CINDY CUNNINGHAM
417 WELSHWOOD DRIVE, SUITE 100
NASHVILLE, TN 37211

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT
CO Number: CO18334
Renewal Date: 06/30/2025

Dear CINDY CUNNINGHAM :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024128783

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

CO Number: CO18334
Filed: 09/26/2024 11:31 AM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT
Legal entity type of the Organization: Corporation
Business Services Control Number: 000504925 **FEIN:** 02-0674431
CO Number: CO18334
Initial Registration Date: 05/10/2012 **Renewal Date:** 06/30/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established
Date: 10/21/2005 **Country:** USA **City/State:** NASHVILLE, TN

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
417 WELSHWOOD DRIVE, SUITE 100
USA, NASHVILLE, TN 37211

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
417 WELSHWOOD DRIVE, SUITE 100
USA, NASHVILLE, TN 37211

Contact Information for the Charitable Organization
Contact Name: CINDY CUNNINGHAM
Telephone Number: (615) 315-9681 **Fax Number:** (615) 315-9682
Email: cindy@empowernashville.org **Website:** www.empowernashville.org

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

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Does the charity have other offices, chapters, branches, affiliates or a parent?
☑ Yes ☐ No

Other offices

Name: NICE - GALLATIN
Type: Branch
Telephone: (615) 315-9681
Fax:
Reporting Financial Activities: Yes

Address
104 JOSLIN AVE
GALLATIN, TN 37066, USA

The category that best describes your organization

P - Human Services

The charitable purpose of the organization

Nashville International Center for Empowerment's mission is to ensure refugees and immigrants achieve their full potential now and for generations to come. Our goal is to empower refugees and immigrants with resources and opportunities that will aid them in their resettlement and equip them to be successful in the future. We do this by: Advocating for refugees and immigrants Building strong community of relationships Creating sustainable service programs Developing partnerships in Middle Tennessee

Tax & Financial Information

Has your tax exempt status changed since your last renewal?
☐ Yes ☑ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Gross Revenue

Direct and Indirect Public Contributions	$ 124,226.00
Government Grants	$ 5,843,744.00
Program Service Revenue	$ 114,477.00
Special Events and Activities	$ 55,174.00
Gross Sales of Inventory	$ 0.00
Other Revenue	$ 0.00
Total Revenue	$ 6,137,621.00

Expenses

Total Program Expenses	$ 5,065,312.00
Direct Expenses from Special Events	$ 0.00
Cost of Goods Sold	$ 0.00
Management and General Expenses	$ 417,875.00
Fundraising Expenses	$ 407,237.00
Other Expenses	$ 0.00
Total Expenses	$ 5,890,424.00

Excess/Deficit For the Year (Total Revenue - Total Expenses)	$ 247,197.00

1440

Changes in Net Assets/Fund Balances

Net Assets/Fund Balances at Beginning of Year	$ 624,811.00
Other Changes in Net Assets or Fund Balances	$ 0.00
Net Assets/Fund Balances	$ 872,008.00
Total Liabilities at End of Year	$ 351,021.00
Net Assets/Fund Balances at End of Year	$ 872,008.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Cindy Cunningham **Date:** 09/26/2024

Title: Chief Fiscal Officer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Dr. Gatluak Ter Thach **Date:** 09/26/2024

Title: Chief Executive Officer

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 09/25/2024 **Invoice:** 2024-07461

Customer Information

CINDY CUNNINGHAM
NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT
417 WELSHWOOD DRIVE, SUITE 100
NASHVILLE, 37211

Tracking Number	Description	Amount Paid
2024128783	CH Filing Late Fee	$ 30.00
2024128783	CH Charitable Renewal	$ 10.00

Payment Details

Fee Total:	$ 40.00
Payment Total:	$ 40.00
Amount Due:	$ 0.00
Refunded Amount:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3882371663

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Nashville International Center for Empowerment, Inc.

(A Nonprofit Corporation)

Financial Statements

With Independent Auditor's Report Thereon

FOR THE YEAR ENDED DECEMBER 31, 2023

MILLER
CPA, PLLC

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Nashville International Center for Empowerment, Inc.

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MILLER
CPA, PLLC

Independent Auditor's Report

To the Board of Directors of Nashville International Center for Empowerment, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of Nashville International Center for Empowerment, Inc., which comprise the statement of financial position as of December 31, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Nashville International Center for Empowerment, Inc. as of December 31, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Miller CPA, PLLC, P.O. Box 11793, Murfreesboro, TN 37129
scott@millerassure.com | millerassure.com | 615.796.4092

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated March 10, 2023 on our consideration of Nashville International Center for Empowerment, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Nashville International Center for Empowerment, Inc.'s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Nashville International Center for Empowerment, Inc.'s internal control over financial reporting and compliance.

CPA, PLLC

Miller CPA, PLLC
Murfreesboro, Tennessee
April 3, 2024

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2023

CURRENT ASSETS	
Cash and equivalents	$ 81,451
Grants receivable	1,034,673
Prepaid expenses	2,635
Due from New American Staff, LLC	816
Total current assets	1,119,575
PROPERTY AND EQUIPMENT, NET	103,454
TOTAL ASSETS	$ 1,223,029
CURRENT LIABILITIES	
Line of credit	$ 100,000
Accounts payable and accrued expenses	251,021
Total current liabilities	351,021
TOTAL LIABILITIES	351,021
NET ASSETS	
Without donor restrictions	744,754
With donor restrictions	127,254
Total net assets	872,008
TOTAL LIABILITIES AND NET ASSETS	$ 1,223,029

See accompanying notes to financial statements and independent auditor's report.

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2023

	Without donor restrictions	With donor restrictions	Totals
REVENUE AND OTHER SUPPORT			
Grants and donations	$ 6,023,144	$ -	$ 6,023,144
Program fees	114,477	-	114,477
	6,137,621	-	6,137,621
Net assets released from restrictions	-	-	-
Total revenue and other support	6,137,621	-	6,137,621
EXPENSES			
Program services	5,065,312	-	5,065,312
Supporting services			
Management and general	417,875	-	417,875
Fundraising	407,237	-	407,237
Total expenses	5,890,424	-	5,890,424
INCREASE (DECREASE) IN NET ASSETS	247,197	-	247,197
NET ASSETS AT BEGINNING OF YEAR	497,557	127,254	624,811
NET ASSETS AT END OF YEAR	$ 744,754	$ 127,254	$ 872,008

See accompanying notes to financial statements and independent auditor's report.

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2023

		Supporting Services		
	Program Services	Management and General	Fund-raising	Totals
Compensation and related expenses				
Wages	$3,065,254	$ 342,031	$ 314,490	$ 3,721,775
Payroll taxes	227,704	25,408	23,362	276,474
Employee benefits	187,868	20,963	19,275	228,106
Total compensation and related expenses	3,480,826	388,402	357,127	4,226,355
Resettlement and placement costs	665,114	-	-	665,114
Marketing and advertising	-	-	4,821	4,821
Match grant costs	380,072	-	-	380,072
Depreciation	10,629	1,186	1,091	12,906
Lease	109,555	12,225	11,240	133,020
Travel	40,399	-	-	40,399
Professional services and contractors	109,482	-	-	109,482
Supplies	124,106	-	-	124,106
Telephone and internet	37,398	4,173	3,837	45,408
Subscriptions	1,193	-	-	1,193
Printing and postage	10,931	1,220	1,121	13,272
Bank charges	2,821	315	289	3,425
Fundraising	-	-	18,193	18,193
Utilities	562	63	57	682
Insurance	50,098	5,590	5,140	60,828
Training	8,251	921	846	10,018
Miscellanous	25,751	2,873	2,642	31,266
Licenses, fees and penalties	8,124	907	833	9,864
Totals	$5,065,312	$ 417,875	$ 407,237	$ 5,890,424

See accompanying notes to financial statements and independent auditor's report.

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2023

CASH FLOWS FROM OPERATING ACTIVITIES	
Increase in net assets	$ 247,197
Adjustments to reconcile increase in net assets to net cash used in operating activities:	
Depreciation	12,906
Decrease (increase) in operating assets:	
Grants receivable	(300,454)
Due from New American Staff, LLC	48,000
Prepaid expenses	128
Increase in operating liabilities:	
Accounts payable and accrued expenses	(21,119)
Net cash used in operating activities	(13,342)
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchases of property and equipment	(116,360)
CASH FLOWS FROM FINANCING ACTIVITIES	
Net increase in line of credit	100,000
Net decrease in cash and equivalents	(29,702)
Cash and equivalents at the beginning of the year	111,153
Cash and equivalents at the end of the year	$ 81,451

See accompanying notes to financial statements and independent auditor's report.

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE A—NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Nashville International Center for Empowerment, Inc. (the "Organization" and "NICE") is a Tennessee not-for-profit corporation dedicated to empowering refugees and immigrants who have resettled in Middle Tennessee. NICE does this by providing direct social services and educational programs in the following areas:

- Adult education – NICE provides classes in the English language, citizenship and GED preparation.
- Career development – NICE provides assistance with resume writing, area job identification, vocational training, application writing, and referral services.
- Social adjustment - NICE provides immigration assistance, interpretation, referral services, and consultation services.
- Emergency services - NICE provides provision of food, clothing and shelter, as well as referrals to legal and family support services.
- Youth development - NICE provides one-on-one tutoring, leadership development, civic engagement, career and educational preparedness, and sports and musical experiences.
- Health and nutrition services - NICE provides classes and seminars on nutrition, disease prevention, child development, mental health, and healthy lifestyles.
- Resettlement and placement – NICE assists with the resettlement and placement of refugees in the Middle Tennessee area under a U.S. Government grant administered by the Ethiopian Community Development Council.

Accrual Basis

The financial statements of the Organization have been prepared on the accrual basis.

Basis of Presentation

The Organization presents its financial statements in accordance with the Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") 958, *Financial Statements for Not-for-Profit Organizations*. Accordingly, the Organization reports information regarding its financial position and activities according to the two classes of net assets: net assets with donor restrictions and net assets without donor restrictions.

Net Assets Without Donor Restrictions

Net assets without donor restrictions include unrestricted resources which represent the portion of funds that are available for the operating objectives of the Organization.

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE A—NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Assets with Donor Restrictions

Net assets with donor restrictions consist of donor restricted contributions and grants. Amounts restricted by donors for a specific purpose are deemed to be earned and reported as restricted revenue when received, and such unexpended amounts are reported as net assets with donor restrictions at year-end. When the donor restriction expires, that is, when a stipulated time or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as "net assets released from restrictions".

Net assets with donor restrictions also consist of donor restricted contributions, which are required to be held in perpetuity. Income from the assets held is available for either general operations or specific purposes, in accordance with donor stipulations.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue or other support and expenses during the reporting period. Accordingly, actual results could differ from these estimates.

Cash and Equivalents

Cash and equivalents include cash on hand and short-term investments with original maturities of three months or less.

Grants Receivable

Grant reimbursement requests have been recorded as grants receivable. The grants receivable are recorded when the expense for reimbursement has been incurred. Each grant agreement defines when a particular grant is considered past due which range from 30 to 60 days from the invoice date. The Organization does not charge interest or a finance charge on past due grant receivable accounts. The Organization estimates an allowance for doubtful grants receivable based upon historical trends, contractual obligations and ability to pay. Generally the Organization does not require collateral or other security to support the grants receivable. As of December 31, 2023, management estimated the allowance for doubtful grants receivable to be $-0-.

Property and Equipment, Net

The Organization capitalizes all property and equipment expenditures with a cost of $500 or more having estimated useful lives of more than one year. Property and equipment is capitalized at cost or, for donated items, at fair value as of the date received. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Organization reclassifies net assets with donor restrictions to net assets without donor restrictions at that time.

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NOTE A—NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment, Net (continued)
When property and equipment are retired or otherwise disposed of, the cost and accumulated depreciation are removed from the accounts and any resulting gain or loss is included in the statement of activities for the respective period.

Property and equipment are depreciated using the straight-line method over the estimated useful lives of the related assets ranging from 3-5 years.

Contributions and Grants
Contributions and grants are recognized as revenue when received or unconditionally pledged. All contributions and grants are available for unrestricted use unless specifically restricted by the donor. Contributions and grants that are restricted by the donor are reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted contributions are reported as an increase in temporarily restricted net assets depending on the nature of the restriction. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

Functional Expenses
Expenses are summarized and categorized based upon their functional classification as either program services, management and general or fundraising. Specific expenses that are readily identifiable to a single program or activity are charged directly to that function. Certain categories of expenses are attributable to more than one program or supporting function. Therefore, the expenses require allocation on a reasonable basis that is consistently applied. The Organization has determined the allocation based on estimates of time and effort within the salaries and compensation expense which, in turn, created a percent allocation that was used to determine the allocation of certain expenses.

Income Taxes
The Organization is a not-for-profit organization exempt from income taxes under Section 501(c) (3) of the Internal Revenue Code. As such, the Organization is not taxed on income derived from its exempt functions. However, the Organization is subject to tax on unrelated business income. The Organization did not have any unrelated business income during the year ended December 31, 2023.

With few exceptions, the Organization is no longer subject to U.S. federal income tax examinations by tax authorities for years before 2020, and to state tax authorities for years before 2018.

The Organization has evaluated its tax positions for all open tax years. Based on the evaluation of the Organization tax positions, management believes all tax positions taken would be upheld under an examination. Therefore, no provision for the effects of uncertain positions has been recorded for the year ended December 31, 2023.

Advertising
The Organization expenses the cost of non-direct responsive advertising costs as incurred. For the year ended December 31, 2023, advertising costs totaled $4,821.

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE B —PROPERTY AND EQUIPMENT, NET

Property and equipment, net are composed of the following as of December 31, 2023:

Computers and peripherals	$	75,459
Furniture and fixtures		39,374
Vehicles		145,281
Total		260,114
Less: Accumulated depreciation		(156,660)
Total property and equipment, net	$	103,454

For the year ended December 31, 2023, depreciation totaled $12,906.

NOTE C – LINE OF CREDIT

During 2020 the Organization entered into a line of credit with availability of $150,000 bearing an interest rate of 3.25%. The line of credit is unsecured and matures in September 2024. As of December 31, 2022 the balance of the line of credit was $100,000.

NOTE D – OPERATING LEASES

The Organization leases office space requiring monthly lease payments of $3,935 through July 2020. Beginning in August 2020 the lease shifted to a month to month lease.

During the year ended December 31, 2023., lease expense totaled $133,020.

NOTE F – NET ASSETS WITH DONOR RESTRICTIONS

A summary of the activity for the year ended December 31, 2023 for net assets with donor restrictions is as follows:

	December 31, 2022	Net Asset With Donor Restriction Contributions	Released from Restrictions	December 31, 2023
Organizational development	$ 20,000	$ -	$ -	$ 20,000
Housing assistance	14,846	-	-	14,846
Adult education	33,344	-	-	33,344
Health education	4,679	-	-	4,679
Youth	54,385	-	-	54,385
Totals	$ 127,254	$ -	$ -	$ 127,254

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE G – AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Organization's financial assets as December 31, 2023, reduced by amounts not available for general use because of donor imposed restrictions within one year of December 31, 2023.

Financial assets, at year-end	$ 1,116,124
Less those unavailable for general expenditures within one year, due to:	
Donor-imposed restrictions:	
Restricted by donor with time or purpose restrictions	(127,254)
Financial assets available to meet cash needs for general expenditures within one year	$ 988,870

The Organization is substantially supported by restricted contributions. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Organization strives to maintain sufficient resources to meet those responsibilities to its donors. Thus, financial assets may not be available for general expenditure within one year. As part of the Organization's liquidity management, it sends out cash as the restricted contributions and grants come in and maintains a level of cash related to contributions without donor restrictions.

NOTE H – RISKS, UNCERTAINTIES AND CONTINGENCIES

The Organization may be subject in the future to credit risk to its cash and equivalents accounts, which are placed with high credit-quality financial institutions. The Federal Deposit Insurance Corporation ("FDIC") offers coverage up to $250,000 for substantially all depository accounts. As of December 31, 2023 the Organization did not have any funds in excess of the FDIC limit.

NOTE I – DUE FROM NEW AMERICAN STAFFING, LLC

During 2020, the Board established New American Staffing, LLC ("Related Entity"). The Related Entity has been established to assist refugees in locating jobs within the Nashville area. The net income of the related entity is to be used to fund the Organization. Certain board members are the members of the Related Entity. The Organization assisted the Related Entity with starting working capital totaling $816. The Related Entity owes these funds back to the Organization; therefore, the balance due has been recorded as "Due from New American Staffing, LLC" on the statement of financial position.

NOTE J – SUBSEQUENT EVENTS

Subsequent events have been evaluated through April 3, 2024, which is the date the financial statements were available to be issued. There have been no adjustments to the financial statements to include any subsequent transactions or events.

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SUPPLEMENTARY INFORMATION

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MILLER
CPA, PLLC

Independent Auditor's Report

To the Board of Directors of Nashville International Center for Empowerment, Inc.

Report on Compliance for Each Major Federal Program

We have audited Nashville International Center for Empowerment, Inc.'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Nashville International Center for Empowerment, Inc.'s major federal programs for the year ended December 31, 2023. Nashville International Center for Empowerment, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Nashville International Center for Empowerment, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Nashville International Center for Empowerment, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Nashville International Center for Empowerment, Inc.'s compliance.

Opinion on Each Major Federal Program

In our opinion, Nashville International Center for Empowerment, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2023.

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Report on Internal Control over Compliance

Management of Nashville International Center for Empowerment, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Nashville International Center for Empowerment, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Nashville International Center for Empowerment, Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

CPA, PLL

Miller CPA, PLLC
Murfreesboro, Tennessee
April 3, 2024

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SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Section I: Summary of Auditor's Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: unmodified

Internal control over financial reporting:		
• Material weakness(es) identified?	____ Yes	_X_ No
• Significant deficiency(ies) identified?	____ Yes	_X_ None Reported
Noncompliance material to financial statements noted?	____ Yes	_X_ No

Federal Awards

Internal control over major federal programs:		
• Material weakness(es) identified?	____ Yes	_X_ No
• Significant deficiency(ies) identified?	____ Yes	_X_ None reported
Type of auditor's report issued on compliance for major federal programs [*unmodified, qualified, adverse, or disclaimer*]:		
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	____ Yes	_X_ No
Identification of major federal programs:		
CFDA Number(s)	Resettlement and Placement	
19.018	Countering Violent Extremism	
97.132	Refugee School Program	
93.576		
Dollar threshold used to distinguish between type A and type B programs:	$750,000_____	
Auditee qualified as a low-risk auditee?	____ Yes	_X_ No

Section II: Financial Statement Findings

There were no deficiencies identified as material weaknesses in the audit of the financial statements of Nashville International Center for Empowerment, Inc. as of December 31, 2023 and for the year then ended.

There were no significant deficiencies reported in the audit of the financial statements of Nashville International Center for Empowerment, Inc. as of December 31, 2023 and the year then ended.
No instances of fraud and noncompliance with laws and regulations were identified.

No violations of provisions of contracts or grant agreements and abuse that could have a material effect on the financial statements were identified.

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2023

CFDA Number or Cluster	*Awarding Federal Agency*	*Pass-Through Entity Name (if applicable)*	*Pass-Through Entity Award Number (if applicable)*	*Name or Description of Program*	*Amount Expended in Audit Period*
93.566	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Refugee Social Services Program	402,332.00
93.566	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Refugee Social Services Program - Afghans	140,525.00
93.566	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Refugee Social Services Program - Ukrainians	114,412.00
93.566	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Elders component of Refugee Social Services Program	25,394.00
93.566	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Elders component of Refugee Social Services Program-Afghans	19,594.00
93.576	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Refugee School Impact Program	200,956.00
93.576	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Refugee School Impact Program - Afghans	81,944.00

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2023

CFDA Number or Cluster	*Awarding Federal Agency*	*Pass-Through Entity Name (if applicable)*	*Pass-Through Entity Award Number (if applicable)*	*Name or Description of Program*	*Amount Expended in Audit Period*
93.576	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Refugee School Impact Program - Ukranians	58,808.00
93.583	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Refugee Cash Assistance and Refugee Medical Assistance Programs	161,550.00
93.583	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Wilson/Fish coordination and services to refugee populations with special needs (Intensive Case Management for Special Needs Populations Program)	161,667.00
93.566.	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Catholic Charities of Tennessee through Tennessee Office for Refugees	N/A	Refugee Health Promotion	66,119.00
97.010. 3	US Department of Homeland Security, US Citizenship and Immigration Services	N/A	22CICET00226	FY 2022 Citizenship and Integration Grant Program: Citizenship Instruction and Naturalization Application Services (CINAS)	174,440.00
84.0002A	US Department of Education	State of Tennessee, Department of Labor and Workforce Development		Integrated English Literacy/Civics Education	489,874.00
84.0002A	US Department of Education	State of Tennessee, Department of Labor and Workforce Development		Adult Basic Education	200,824.00

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NASHVILLE INTERNATIONAL CENTER FOR EMPOWERMENT, INC.
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2023

CFDA Number or Cluster	*Awarding Federal Agency*	*Pass-Through Entity Name (if applicable)*	*Pass-Through Entity Award Number (if applicable)*	*Name or Description of Program*	*Amount Expended in Audit Period*
93.567	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Ethiopian Community Development Council	90RV-0068-02 and 90RV-0068-03	Match Grant	732,247.00
93.U01	US Department of Health & Human Services, Office of Administration for Children and Families, Office of Refugee Resettlement	Ethiopian Community Development Council	90RP-0104/03 and 90RF0114-01	Preferred Communities Grant	967,410.00
19.018	Department of State, Bureau of Population, Refugees and Migration	Ethiopian Community Development Council	SPRMCO16CA1004 and SPRMCO17CA1011	Resettlement and Placement	780,400.00
19.018	Department of State, Bureau of Population, Refugees and Migration	Ethiopian Community Development Council	SPRMCO21CA3287 and SPRMCO21CA3287-A001	APA	
93.268	US Department of Health & Human Services, Centers for Disease Control and Prevention	State of TN Public Health Dept		Vaccine Cooperative Agreement and Holistic Approach to COVID-19 prevention plus MIHOW	270,046.00
20.507	U.S. Department of Transportation,Federal Transit Administration (FTA)	Nashville Metropolitan Transit Authority		JARC	74,227.00
14.218	United Development Block Grants/Entitlement	Metro Development and Housing Agency		MDHA Summer Youth and ESG grant	35,000.00

SIGNIFICANT ACCOUNTING POLICES

The amounts expended during the reporting period were determined on the cash basis.
The election to use the 10% de minimis indirect cost rate has not been made for the above grants.
Donated property is considered received when made available for use by the donor.

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MILLER
CPA, PLLC

Independent Auditor's Report

Board of Directors of Nashville International Center for Empowerment, Inc

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements of Board of Directors of Nashville International Center for Empowerment, Inc., which comprise the statement of financial position as of December 31, 2023, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated April 3, 2024.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Board of Directors of Nashville International Center for Empowerment, Inc.'s internal control over financial reporting (internal control) as a basis for designing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Board of Directors of Nashville International Center for Empowerment, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Board of Directors of Nashville International Center for Empowerment, Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Board of Directors of Nashville International Center for Empowerment, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Miller CPA, PLLC, P.O. Box 11793, Murfreesboro, TN 37129
scott@millerassure.com | millerassure.com | 615.796.4092

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Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CPA, PLL

Miller CPA, PLLC
Murfreesboro, Tennessee
April 3, 2024

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form <u>without changes</u>.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6160 BETWEEN THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND WHY WE CAN'T WAIT, INC

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and Why We Can't Wait, Inc.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6160, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:
   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with Why We Can't Wait, Inc will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)
2. Amend B.1. to extend the term of this contract through June 30, 2026.
3. Amend C.1.**Maximum Liability** under this Grant Contract not to exceed **$526,420.00**.
   The **Maximum Liability** is increased due to additional allocation of **$263,210.00** for Fiscal Year 2026 Programing.
4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.
5. All other clauses of contracts remain unchanged.

This amendment includes:

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- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

[BALANCE OF PAGE IS INTENTIONALLY LEFT BLANK]

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jennifer Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BE12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Tessa Ortiz-Marsh
086A85B6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: Why We Can't Wait, Inc.

By: Darrell Caldwell

Name

Title: Authorized Officer

Executive Director

Sworn to and subscribed to before me a Notary Public, this 17 day of April, 2025

Notary Public

Caroline Davis

CAROLINE DAVIS
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY
MY COMMISSION EXPIRES MARCH 03, 2026

My Commission expires 3/3/2026

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- Annex 1 – Metro Invoice Form for Payment,
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- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

[BALANCE OF PAGE IS INTENTIONALLY LEFT BLANK]

Postage and Shipping	200.00	Postage and shipping, i.e., paying shipping of program shirts, books, sending letters to parents, collaborative partners.			
Occupancy	2,000.00	Occupancy, e.g., leasing space for $1,000 monthly for June / July.			
Equipment Rental and Maintenance	3,200.00	Equipment rental & maintenance, oil changes, fuel cost, minor repairs.			
Printing and Publications	500.00	Printing and Publications			
Travel/Conferences & Meetings	300.00	Travel/Conferences & Meetings			
Insurance	3,000.00	Insurance.i.e., sexual molestation, liability, professional insurance @ $1,000,000 per child			
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	18,000.00	Ffood, i.e, nutritious snacks daily, field trip food, program shirts(students/staff), learning supplies(Learning A-Z), board games, summer reading books.			
Field Trips	8,000.00	Field trips, i.e., Civil Rights Museum, Memphis, TN, Kentucky Kingdom,, Louisville, Kentucky, Nashville Shores, Rivergate Skate Center, Urban Air.			
Professional Fees/Enhancement partners	7,000.00	Enhancement Partners fees, i.e. African drumming, art, hip hop dance instructors, Youth Yoga instructor, step aerobics instructor, sewing.			
Other Non-Personnel	0.00	Anything else that is part of programming cost but is not listed			
Indirect Cost	0.00	**Parners can choose to budget either separate line items above or request an indirect cost of up to 20% of their total budget. The Indirect cost requests must be accompanied by agency's cost allocation plan.**			
Total Non-personnel	**44,200.00**				
Summer sub-total	**179,200.00**				
TOTAL	**263,210.00**				
RECIPIENT					
AUTHORIZED SIGNATURE:					
TITLE	Executive Director				
DATE	4/21/2025				

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

NAZA Annex 8 - 2025-2026 Finalized Entries
Response ID: 21843
Submitted Date: 2025-04-09 19:32:08
Completion Time: 2 min. 30 sec.

Name of Organization
Why We Can't Wait, Inc.

Days of Week of Afterschool Program
5 days per week

Afterschool site plan
- Community Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
WWCW Afterschool Academy

Name of Community Site Location
Cleveland Street Church

Address of Community Program Site
608 Cleveland Street

Target School for Community Site
KIPP Nashville

Number of youths targeted for site
62

3rd Party Transportation needed?
No

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Summer Program Name
Cultivating Character in Millennials Leadership Academy

Name of Summer Site Location
Cleveland Street Church

Summer Location address
608 Cleveland Street

Number of summer youth targeted for site
70

Weeks of Programming
8 weeks

Days per Week of Summer Program
5 days per week

Hours per Day
8 hours

Programming Time Frame
7:00 am - 4:00 pm

Proposed months of Summer programming
Both

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements

By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: Darrell Caldwell

Name: Darrell Caldwell

Title: Executive Director

Agency Name: Why We Can't Wait, Inc.

Date: 03/23/2025

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: Darrell Caldwell

Name: Darrell Caldwell

Title: Executive Director

Agency Name: Why We Can't Wait, Inc.

Date: 03/23/2025

1493

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 14 2014

WHY WE CANT WAIT INCORPORATED
220 NATHAN DR
GOODLETTSVILLE, TN 37072-2509

Employer Identification Number:
46-0755751
DLN:
17053017347003
Contact Person:
JAMES ST. JULIEN ID# 52653
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 17,2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,

Director, Exempt Organizations

Enclosure: Publication 4221-PC

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Received by Tennessee Secretary of State Tre Hargett, 08/17/2012, 08:40:58, 7084.3039

State of Tennessee

Department of State
Corporate Filings
312 Rosa L. Parks Avenue
6th Floor, William R. Snodgrass Tower
Nashville, TN 37243

CHARTER
(Nonprofit Corporation)

For Office Use Only

FILED

The undersigned acting as incorporator(s) of a nonprofit corporation under the *Tennessee Nonprofit Corporation Act* adopts the following Articles of Incorporation.

1. The name of the corporation is: Why We Can't Wait, Inc

2. Please complete all of the following sentences by checking one of the two boxes in each sentence:
This corporation is a ☑ public benefit corporation / ☐ mutual benefit corporation.
This corporation is a ☐ religious corporation / ☑ not a religious corporation.
This corporation will ☐ have members / ☑ not have members.

3. The name and complete address of the corporation's initial registered agent and office in Tennessee is:
Lisa R. Caldwell — 220 Nathan Dr — Goodlettsville — Tn — 37072 — Davidson
Name — Street Address — City — State — Zip Code — County

4. List the name and complete address of each incorporator:
Lisa R Caldwell — 220 Nathan Dr — Goodlettsville — Tn — 37072
Name — Street Address — City — State — Zip Code

Name — Street Address — City — State — Zip Code

Name — Street Address — City — State — Zip Code

5. The complete address of the corporation's principal office is:
220 Nathan Drive — Goodlettsville Tn — Davidson — 37072
Street Address — City — State/Country — Zip Code

6. The corporation is not for profit.

7. If the document is not to be effective upon filing by the Secretary of State, the delayed effective date and time are:
Date N/A, _____ Time _____ (Not to exceed 90 days.)

8. Insert here the provisions regarding the distribution of assets upon dissolution: All of the remaining assets and property of the corporation shall, after all debts and necessary expenses of dissolution have been paid, be distributed to such organization that qualify under 501c3 of IRS Code of 1954.

9. Other provisions: _____

8/16/12
Signature Date

Lisa R Caldwell
Incorporator's Signature

Lisa R. Caldwell
Incorporator's Name (typed or printed)

SS-4418 (Rev. 9/04) **Filing Fee: $100** RDA 1678

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Tennessee Secretary of State
Tre Hargett

Division of Business and Charitable Organizations
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243-1102

July 31, 2024

DARRELL E CALDWELL
220 NATHAN DRIVE
GOODLETTSVILLE, TN 37072

RE: Registration to Solicit Funds for Charitable Purposes
Organization Name: WHY WE CAN'T WAIT, INC.
CO Number: CO23511
Renewal Date: 06/30/2025

Dear DARRELL E CALDWELL :

Pursuant to the Tennessee Charitable Solicitations Act, T.C.A. § 48-101-501,*et seq*. the Tennessee Secretary of State has reviewed your application and is pleased to announce your organization's registration to solicit contributions has been **approved**.

The organization must maintain statutory compliance by submitting a renewal application and required fees on an annual basis. At that time you may be required to submit tax filings, financial statements, proof of IRS status, and other documents related to your organization and its fundraising activities. You can find additional information and submit additional filings online at https://sos.tn.gov/charities. The "CO" Number listed above will serve as your organization's charitable registration number and should be used when submitting any charitable filings or correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars ($5,000.00) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

Tracking Number
2024120973

Application to Renew Registration of a Charitable Organization

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

CO Number: CO23511
Filed: 07/29/2024 09:17 PM
Tre Hargett
Secretary of State

Organization Information

Legal Name of the Charitable Organization: WHY WE CAN'T WAIT, INC.
Legal entity type of the Organization: Corporation

FEIN: 46-0755751

CO Number: CO23511

Initial Registration Date: 03/22/2015 **Renewal Date:** 06/30/2024

Has your fiscal year ending month changed since your last renewal?
☐ Yes ☑ No

Fiscal Year Ending Month: December

When and where was the organization legally established
Date: 08/17/2012 **Country:** USA **City/State:** GOODLETTSVILLE, TN

Has your Principal Office address changed since your last renewal?
☐ Yes ☑ No

Principal Office Address
220 NATHAN DRIVE
USA, GOODLETTSVILLE, TN 37072

Has your Mailing address changed since your last renewal?
☐ Yes ☑ No

Mailing Office Address
220 NATHAN DRIVE
USA, GOODLETTSVILLE, TN 37072

Contact Information for the Charitable Organization
Contact Name: DARRELL E CALDWELL
Telephone Number: (615) 810-6630 **Fax Number:** (615) 395-6094
Email: WWCWINC@GMAIL.COM **Website:** wwcwnash.com

Current names used by the charity organization

Do you need to modify other names that the charity solicits under?
☐ Yes ☑ No

Has the organization registered in any other state(s)?
☐ Yes ☑ No

Does the charity have other offices, chapters, branches, affiliates or a parent?
☐ Yes ☑ No

The category that best describes your organization

Z - Unknown, Unclassifiable

The charitable purpose of the organization

Why We Can't Wait Inc's Mission is to empower and develop youth in the under-served communities to become productive citizens in society;also improve parent involvement by encouraging better parent/child relations, and combat growing health concerns in under-served/underprivileged communities such as, but not limited to, childhood obesity and diabetes, and sedentary lifestyles of families.

Tax & Financial Information

Has your tax exempt status changed since your last renewal?

☐ Yes ☑ No

Last Fiscal Year Start: January 2023 **Last Fiscal Year End:** December 2023

Type of 990 Tax Form Filed: 990 (Long Form)

Gross Revenue

Direct and Indirect Public Contributions	$ 26,031.00
Government Grants	$ 280,886.00
Program Service Revenue	$ 21,773.00
Special Events and Activities	$ 0.00
Gross Sales of Inventory	$ 0.00
Other Revenue	$ 0.00
Total Revenue	$ 328,690.00

Expenses

Total Program Expenses	$ 313,537.00
Direct Expenses from Special Events	$ 0.00
Cost of Goods Sold	$ 0.00
Management and General Expenses	$ 35,058.00
Fundraising Expenses	$ 0.00
Other Expenses	$ 0.00
Total Expenses	$ 348,595.00
Excess/Deficit For the Year (Total Revenue - Total Expenses)	($ 19,905.00)

Changes in Net Assets/Fund Balances

Net Assets/Fund Balances at Beginning of Year	$ 87,695.00
Other Changes in Net Assets or Fund Balances	$ 0.00
Net Assets/Fund Balances	$ 67,790.00
Total Liabilities at End of Year	$ 0.00
Net Assets/Fund Balances at End of Year	$ 67,790.00

Solicitation Information

Have you been enjoined by any court from soliciting contributions?

☐ Yes ☑ No

Does your organization contract with or otherwise engage the services of any outside fundraising professional (such as a "professional fund-raiser," "paid solicitor," "fund raising counsel," or "commercial co-venturer")?

☐ Yes ☑ No

Officer Information

Do you need to modify the current officers?

☐ Yes ☑ No

Signature

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Lisa Caldwell **Date:** 07/29/2024

Title: Treasurer

I certify that the statements in this registration statement and all supplemental forms, documents, and continuation sheets are true and correct to the best of my knowledge and belief.

I (Chief Fiscal Officer, Treasurer, or Officer) certify, under penalty of perjury, that the above information is true and correct.

Signed Electronically: Darrell Caldwell **Date:** 07/29/2024

Title: President

1500

Tre Hargett
Secretary of State

Division of Business and Charitable Organizations
Department of State
State of Tennessee
312 Rosa L. Parks Avenue, 6th Floor
Nashville, Tennessee 37243
Phone: 615-741-2555
Fax: 615-253-5173
sos.tn.gov/charities

Date: 07/01/2024 **Invoice:** 2024-05382

Customer Information

DARRELL E CALDWELL
WHY WE CAN'T WAIT, INC.
220 NATHAN DRIVE
GOODLETTSVILLE, 37072

Tracking Number	Description	Amount Paid
2024120973	CH Filing Late Fee	$ 10.00
2024120973	CH Charitable Renewal	$ 10.00

Payment Details

Fee Total:	$ 20.00
Payment Total:	$ 20.00
Amount Due:	$ 0.00
Refunded Amount:	$ 0.00

Payment Method

Payment Type: Credit Card
Check/Confirmation Number: 3877074070

1501

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WHY WE CAN'T WAIT, INC.

INDEPENDENT AUDITORS' REPORT
AND
FINANCIAL STATEMENTS

FOR THE YEAR ENDED
DECEMBER 31, 2023

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WHY WE CAN'T WAIT, INC.
INDEPENDENT AUDITORS' REPORT
AND FINANCIAL STATEMENTS

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Why We Can't Wait, Inc.
220 Nathan Drive
Goodlettsville, TN 37072

We have audited the financial statements of *Why We Can't Wait, Inc.* (a Tennessee not-for-profit corporation) which comprise the statement of financial position as of December 31, 2023, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of *Why We Can't Wait, Inc.* as of December 31, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of *Why We Can't Wait, Inc.* and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about *Why We Can't Wait, Inc.'s* ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decision of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of *Why We Can't Wait, Inc.'s* internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about *Why We Can't Wait, Inc.'s* ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal controls related matters that we identified during the audit.

SPD CPA Firm

SPD CPA Firm
Nashville, TN
May 9, 2024

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WHY WE CAN'T WAIT, INC.
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2023

Assets		
Current assets		
Cash	$	65,505
Endowment Fund		11,076
Total current assets		76,581
Fixed Assets		
Furniture and Equipment		17,358
Accumulated Depreciation		(8,714)
Total fixed assets		8,644
Total assets	$	85,225
Liabilities and net assets		
Accounts Payable	$	1,208
Accrued Liabilities		4,104
Total liabilities		5,312
Net Assets		
Without Donor Restrictions		79,913
Total net assets		79,913
Total liabilities and net assets	$	85,225

The accompanying notes are an integral part of these financial statements.

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WHY WE CAN'T WAIT, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2023

Grant Revenue	$	310,822
Contributions		16,180
Program Income		1,687
Other Income		2,252
Total Operating Revenue		330,941
Expenses		
Program Expenses		356,815
General and Administrative		1,385
Total Expenses		358,200
Change in Net Assets		(27,259)
Net Assets, Beginning of Year		107,172
Net Assets, End of Year	$	79,913

The accompanying notes are an integral part of these financial statements

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WHY WE CAN'T WAIT, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2023

Cash flows from operating activities		
Decrease in net assets	$	(27,259)
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation		2,480
Increase in accounts payable		1,208
Increase in payroll liabilities		3,557
Net cash used in operating activities		(20,014)
Cash flows from investing activities		
Investment in endowment fund		(2,251)
Net cash used in investing activities		(2,251)
Cash flows from financing activities		-
Net decrease in cash and cash equivalents		(22,265)
Cash and cash equivalents, beginning of year		87,770
Cash and cash equivalents, end of year	**$**	**65,505**

The accompanying notes are an integral part of these financial statements.

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WHY WE CAN'T WAY, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2023

	Program Expenses	General and Administrative	Total
Bank Service Charges	$ 419	$ -	$ 419
Business Expenses	-	344	344
Contract Services	174,821	1,041	175,862
Depreciation	2,480	-	2,480
Facilities and Equipment	22,295	-	22,295
Facilities and Equipment - Rent	14,000	-	14,000
Field Trip	8,645	-	8,645
Insurance	2,151	-	2,151
Miscellaneous	705	-	705
Operations - Books, Subscriptions	2,949	-	2,949
Operations - Supplies and Food	35,220	-	35,220
Payroll Expenses	72,989	-	72,989
Payroll Taxes	5,343	-	5,343
Scholarship and Stipend	11,250	-	11,250
Travel and Meetings	3,548	-	3,548
Total Expenses	$ 356,815	$ 1,385	$ 358,200

The accompanying notes are an integral part of these financial statements

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NOTE 1---NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of the Organization

Why We Can't Wait, Inc.(WWCW) provides a nontraditional program for boys 12 -18 years old that reside in the Tony Sudekum/ J.C.Napier housing projects. One of our biggest goals is to reduce the number of murders occurring among teens that live in these developments. Additional goals include providing job training opportunities, ensuring that our participants graduate from high school, assisting participants with employment and providing fitness and nutrition sessions.

Programs

WWCW After School Academy:

WWCW After School Academy is a partnership with Nashville After Zone Alliance (NAZA) that provides a nurturing and safe environment for middle school students. The program provides homework / tutoring, dinner, literacy moments, mindfulness, restorative practice, social emotional learning sessions, field trips, and enrichment activities, i.e., golf, hip hop dance, art therapy, yoga, spoken word, flag football, basketball, and fitness activities.

WWCW Ambassador:

WWCW Ambassador is a partnership with the Scholar Identity Model Community Outreach Initiative (SIMCOI). The program serves boys aged 12-17 from Nashville's underserved communities. Its mission is to empower youth to become productive citizens by nurturing their academic interests, critical thinking skills, social & emotional wellness, and overall fitness while fostering good nutrition habits.

WWCW Building a Success in Students (B.A.S.I.S.)

WWCW B.A.S.I.S offers mentoring for incarcerated youth focusing on violence prevention and socio-emotional learning while students are incarcerated in the Davidson County Juvenile Detention Center.

WWCW Boys to Men / Girls to Womanhood Rosebuds:

WWCW Boys to Men / Girls to Womanhood Rosebuds is a collaboration with the Nashville Chapter of Links, Inc. The program operates with selected middle school girls and boys during the school year. A rites of passage program curriculum is used, along with teaching social skills, introducing the students to the arts, providing a book club, mentoring, field trips, and includes the attainment of CPR, First Aid, and AED certifications.

WWCW Career Applications Regarding Students (C.A.R.S.):

WWCW C.A.R.S. is a partnership with Metro Action Commission Power Youth program to provide summer jobs program for teens and young adults ages 14 to 24.

CCM Leadership Academy:

CCM Leadership Academy is a city-wide, eight-week summer enrichment program that serves youth / teens ages 6 -16. The program targets inner-city youth and preps them for academic success while developing them physically, socially, emotionally as leaders.

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WWCW South:
WWCW South targets boys 13 – 18 years of age that reside in Tony Sudekum/J.C. Napier housing projects. Our goal is to develop leaders and prep them for academic success while engaging them in real life experiences that will assist them in becoming productive men.

WWCW East:
WWCW East serves boys 13 – 18 that reside in James Cayce housing projects, Levy Place and the 37206 and 37207 zip codes. We have developed many programs to help focus the children's development into productive men in the community while preparing them for success with their studies.

Basis of Presentation
The financial statements have been prepared on the accrual basis of accounting and accordingly revenue is recognized when earned, support and promises to give are recognized when received and expenses are recorded when incurred.

The financial statements presentation follows the recommendations of the Financial Accounting Standard Board's Accounting Standard Codification (FASB ASC 958), Financial Statements of Not-for-Profit Organizations. Under FASB ASC 958, WWCW is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Financial position and activities are classified based on the existence or absence of donor restrictions as follows:

> Net Assets Without Donor Restrictions — Net assets that are not restricted by purpose or time either temporarily or permanently by explicit donor stipulations or by law. Board designation does not constitute a donor restriction.
>
> Net Assets With Donor Restrictions — Net assets that are restricted by purpose or time either temporarily or permanently by explicit donor stipulations or by law

As of December 31, 2023, WWCW had no net assets with donor restrictions.

Revenue, Support, and Expenses
WWCW receives contributions from corporations and individual donors and recognizes revenue when cash or a firm promise to give is obtained.

Contributions received are measured at their fair value and are reported as an increase in net assets. WWCW reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

Expenses are recorded when incurred in accordance with the accrual basis of accounting.

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Use of Estimates
The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents
For purposes of the statement of cash flows, WWCW cash and cash equivalents consist of a checking account maintained at a financial institution.

Income Taxes
WWCW is a tax-exempt entity under Section 501 (c) (3) of the Internal Revenue Code. Accordingly, no provision for income tax is considered necessary.

Fixed Assets
Disbursements for property and equipment are capitalized and reflected in the statement of financial position at cost. Expenditures for additions and major improvements are capitalized while those for maintenance and repairs are charged to expenses as incurred. Depreciation, which is reflected as an expense in the statement of activities, is computed on the straight-line method over the following estimated useful lives:

	Years
Furniture and equipment	5—7

NOTE 2--LIQUIDITY AND AVAILABILITY

As of December 31, 2023, the Organization had $76,581 of financial assets available within one year of the statement of financial position date to meet cash needs for general expenditures, consisting of cash, cash equivalents and an endowment established to meet operational needs as needed. None of these financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditures within one year of the statement of financial position date.

NOTE 3---INVESTMENTS

WWCW created an Endowment Fund in November 2020. The Endowment is set up to provide financial support for operations as the program continues to grow. Total market value of the funds was $11,076 at December 31, 2023.

NOTE 4—OFFICE RENT

WWCW rents space from Cleveland Street Baptist Church, located at 608 Cleveland Street. The monthly rental expense is $500 for eight months. During the summer months, the program operates full-time and a one-time fee of $10,000 is paid. Total rental expense as of December 31, 2023 was $14,000.

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NOTE 5--SUBSEQUENT EVENTS

There were no subsequent events requiring disclosure as of May 9, 2024, the date management evaluated such events. May 9, 2024 is the date the financial statements were available to be issued.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year*.

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Sylvia Johnson, Certified Public Accountant
862 Rodney Dr
Nashville, TN 37205

Independent Auditor's Report

June 9, 2025

To the Management of
Why We Can't Wait Inc.

Opinion

I have audited the accompanying financial statements of Why We Can't Wait Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2024, and the related statements of activities and cash flow for the year then ended and the related notes to the financial statements.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Why We Can't Wait Inc. as of December 31, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of Why We Can't Wait Inc. and to meet my other ethical responsibilities in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Why We Can't Wait Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

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Sylvia Johnson, Certified Public Accountant
862 Rodney Dr
Nashville, TN 37205

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Why We Can't Wait Inc.'s internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Why We Can't Wait Inc.'s ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.

Sylvia Johnson
Certified Public Accountant

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Why We Can't Wait Inc.
Statement of Financial Position
December 31, 2024

ASSETS	
Current Assets	
Total Cash and Cash Equivalents	$ 93,261
Total Accounts Receivable	-
Total Current Assets	93,261
Fixed Assets	
Total Fixed Assets	73,284
Accumulated Depreciation	(4,637)
Total Fixed Assets	68,647
TOTAL ASSETS	$ 161,908
LIABILITIES & EQUITY	
Liabilities	
Payroll Liabilities	$ 3,369
Total Liabilities	3,369
Equity	
Unrestricted Assets	158,539
Restricted Assets	
Total Equity	158,539
TOTAL LIABILITIES & EQUITY	$ 161,908

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

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Why We Can't Wait Inc.

Statement of Activities

For the Fiscal Year Ended December 31, 2024

CHANGES IN UNRESTRICTED NET ASSETS	
Revenue and Support	
Public Support	$ 12,239
Government Grants and Contracts	394,384
Total Revenue and Support	406,623
Expenses	
Management and General Expenses	
Professional Fees	6,695
Rent and Utilities	22,345
Utilities	3,626
Other Expenses	19,813
Total Management and General Expenses	52,479
Program Expenses	
Payroll Expenses	72,300
Contract Services	133,185
Other Program Costs	54,305
Total Program Expenses	259,790
Total Expenses	312,269
Change in Net Assets	
Unrestricted Assets	94,354
Total Change in Net Assets	94,354
Net Asset at Beginning of Year	64,185
Net Assets at End of Year	$ 158,539

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

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Why We Can't Wait Inc.
Statement of Cash Flows
For the Fiscal Year Ended December 31, 2024

OPERATING ACTIVITIES	
Net Income	$ 94,354
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accumlated Depreciation	4,637
Payroll Liabilities	(770)
Net cash provided by operating activities	98,221
INVESTING ACTIVITIES	
Automobiles	(67,488)
Net cash provided by investing activities	(67,488)
FINANCING ACTIVITIES	
Net cash provided by financing activities	-
Net cash increase for period	30,733
Cash at beginning of period	62,528
Cash at end of period	$ 93,261

See Independent Auditor's Report

The accompanying notes are an integral part of these financial statements.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Why We Can't Wait Inc.
Notes to Financial Statement
For the Period Ending December 31, 2024

Note 1 – Nature of Activities and Summary of Significant Accounting Policies

Nature of Activities

Why We Can't Wait Inc. is a nonprofit organization whose mission is to empower and develop youth in underserved communities to be productive citizens in society. We also strive to improve our participants' home-life by encouraging better parent-child relations and working with both to combat growing health concerns.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles and recommendations of the American Institute of Certified Public Accountants in its industry audit and accounting guide, "Not-for-Profit Organizations."

Cash and Cash equivalents

For purposes of the Statement of Financial Position, the company considers all highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Donated Services

Many hours of donated services have been been received. It is therefore impractical to estimate a value for these services, as such, no value has been placed on these services in the financial statements.

Fixed Assets

Fixed assets and other property are recorded at historical cost or at the estimated fair market value as determined by management. Fixed assets are depreciated over their estimated useful lives using the straight-line-method.

Revenue Recognition

The primary source of support is from grants. Revenue is recognized when cash or property is received. Revenues received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on its existence or nature.

Income Taxes

The organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Therefore, there are no provisions for income taxes.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Subsequent Events

Management has evaluated subsequent events through June 9, 2025, the date the financial statements were available to be issued. The subsequent events occuring in the immediate period following the review date that have any material effect on the organization or financial statements have been noted in the related section.

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AMENDMENT NUMBER 1 TO CONTRACT NUMBER L-6161 BETWEENTHE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND YMCA OF MIDDLE TENNESSEE

This Amendment is entered into on the day this document is filed with the Metropolitan Clerk's Office, by and between THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY (METRO) and YMCA of Middle Tennessee.

WITNESSETH

WHEREAS, the parties desire to modify the terms and conditions and to add or delete certain other terms and conditions to their original agreement dated May 25, 2024. Metro Contract numbered L-6161, hereinafter the "GRANT CONTRACT."

WHEREAS, the parties desire to continue funding for FY '26 at their Afterschool and Summer programming locations, serving youth between the 5th and 8th grade living in Nashville-Davidson County and attending Metro Nashville Public Schools and Charter Schools;

WHEREAS, NAZA will appropriate the funds from FY '26 budget pending Metro approval of NAZA's FY'26 budget, and no new funding is requested from Metro, the parties hereby agree as set forth below:

This amendment affects the following changes to the contract:

1. Amend Clause A.1. to change the Schedule of programming to FY 2026 dates. The amended Clause will read as follows:
   NAZA-funded programs will align with the Metro Schools calendar and be available to youth Monday through Thursday during the fall semester (September 2 to December 12, 2025) and spring semester (January 7 to May 8, 2026), on days when MNPS is in session. Programs should run at least for 28 weeks. NAZA-funded programs may choose to offer longer programs.
   NAZA-funded summer program with YMCA of Middle Tennessee will occur between July 1-31, 2025 (if only 4 weeks of programming is offered) and June 1-30, 2026 (if summer programming extends over 4 weeks). This is not applicable to organizations not providing summer programming)

2. Amend B.1. to extend the term of this contract through June 30, 2026.
3. Amend C.1.**Maximum Liability** under this Grant Contract not to exceed **$353,520.00.**
   The **Maximum Liability** is increased due to additional allocation of **$176,760.00** for Fiscal Year 2026Programing.
4. Amend all clauses of the contract that indicate dates for 2024-2025 programming year to reflect the respective extension and thereby amend all dates to 2025-2026.
5. All other clauses of contracts remain unchanged.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

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THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

APPROVED AS TO AVAILABILITY OF FUNDS:

Signed by:
Jenneen Reed/MJW
62377A2A8742469...

Director of Finance

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
68804BF12FD741C...

Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Jessa Ortiz-Marsh
036A8EB6868C4C0...

Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

Metropolitan Clerk

NASHVILLE PUBLIC LIBRARY

DocuSigned by:
Terri Luke
EE49BFDF9F034BF...

Library Director

RECIPIENT: YMCA of Middle Tennessee

By: John Mikos

Name John Mikos

Title: Authorized Officer President & CEO

Sworn to and subscribed to before me a Notary Public, this 16th day of April, 2025

Notary Public Ruth Ann Cox

RUTH ANN COX
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY

My Commission expires November 8, 2028

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

This amendment includes:

- Annex 1 – Metro Invoice Form for Payment,
- Annex 2 – NAZA Expenditure Report,
- Annex 3 - Grant Budget,
- Annex 4 – Minimum Standards for NAZA-Funded Partners,
- Annex 5 – Partner Data-Sharing Sub-Agreement,
- Annex 6 – Performance Indicators,
- Annex 7 – Enrollment Form,
- Annex 7B – Summer Enrollment Form,
- Annex 8 – Finalized Program Sites,
- Annex 9A – Certification of Assurance,
- Annex 9B – Non-Profit Grants Manual Acknowledgement,
- Articles of Incorporation
- Auditors Report
- 501c3 or 501b3 Documentation
- and Approved Charitable Solicitation,

attached hereto and incorporated herein.

This amendment shall not be binding upon the parties until it has been signed by the Recipient and authorized representatives of the Metropolitan Government, approved by appropriate legislation of the Metropolitan Council, and filed in the office of the Metropolitan Clerk.

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Young Men's Christian Association (YMCA) of Middle Tennessee

Indirect Cost Rate Calculation
For the Fiscal Year Ended December 31, 2023

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YMCA of Middle Tennessee
Indirect Cost Rate Calculation
For the Fiscal Year Ended December 31, 2023

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Tab A

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Certification of F&A Rate Proposal

This is to certify to the best of my knowledge and belief:

1) I have reviewed the indirect cost rate proposal submitted herewith;

2) All costs included in this proposal dated _____ (submission date) to establish billing or final indirect cost rates for __January 1, 2025 to December 31, 2025___(rate year) are allowable in accordance with the requirements of the Federal agreement(s) to which they apply and with the cost principles applicable to those agreement

3) This proposal does not include any costs which are unallowable under applicable cost principles such as (without limitation): advertising and public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs and defense of fraud proceedings; and

4) All costs included in this rate are properly allocable to the Federal awards on the basis of beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements.

I declare under penalty of perjury that the foregoing is true and correct.

Organization YMCA of Middle Tennessee

Signature _____ Date: 07/25/2024

Name of Official Ryan Jarrett

Title Accounting Manager

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Certification of Lobbying Costs

I hereby certify that the _____YMCA of Middle Tennessee_____
(name of organization)

has complied with the requirements and standards on lobbying costs in 2 CFR Part 230 (formerly OMB Circular A-122) for the following period: _January 1, 2023 to December 31, 2023____.
(fiscal year covered by indirect cost proposal)

Signature _____ Date: _____07/25/2024_____

Name of Official Ryan Jarrett _____

Title Accounting Manager_____

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Tab B

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Tab C

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YMCA
Indirect Cost Rate Calculation
For the Fiscal Year Ended December 31, 2023

Summary in Thousands

Description	Program Services	Fund Raising	Total Program Services	Total Management General	Total Expenses Per F/S
Salaries and Wages	$ 35,343	$ 934	$ 36,277	$ 4,916	$ 41,193
Employee Benefits	3,644	164	$ 3,808	$ 858	$ 4,666
Payroll Taxes	2,923	65	$ 2,988	$ 271	$ 3,259
Subtotal Salaries and Wages	$ 41,910	$ 1,163	$ 43,073	$ 6,045	$ 49,118
Professional fees and contract services	$ 1,787	$ 63	$ 1,850	$ 671	$ 2,521
Supplies	$ 4,351	$ 96	$ 4,447	$ 39	$ 4,486
Postage & Shipping	$ 8	$ -	$ 8	$ 37	$ 45
Occupancy	$ 9,288	$ -	$ 9,288	$ 238	$ 9,526
Equipment Cost	$ 2,354	$ 2	$ 2,356	$ 476	$ 2,832
Printing & Promotions	$ 86	$ 2	$ 88	$ 1,082	$ 1,170
Travel and Transport Expense	$ 467	$ 3	$ 470	$ 160	$ 630
Technology systems and services	$ 924	$ 54	$ 978	$ 993	$ 1,971
Conferences, Meetings and Training	$ 1,283	$ 24	$ 1,307	$ 75	$ 1,382
Membership & Professional Dues	$ 492	$ 3	$ 495	$ 16	$ 511
Bad Debt Expense	$ 348	$ 100	$ 448	$ -	$ 448
Specific Assistance	$ -	$ -	$ -	$ -	$ -
Financing Costs	$ 1,315	$ -	$ 1,315	$ -	$ 1,315
Insurance	$ 892	$ -	$ 892	$ 147	$ 1,039
National Support	$ -	$ -	$ -	$ -	$ -
Awards & Grants	$ 592	$ -	$ 592	$ -	$ 592
Interest and Fees	$ -	$ -	$ -	$ -	$ -
Depreciation	$ 6,822	$ -	$ 6,822	$ 77	$ 6,899
Miscellaneous	$ 270	$ 15	$ 285	$ 112	$ 397
Intra Allocation of Expenses	$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -
Subtotal Expenses	$ 31,279	$ 362	$ 31,641	$ 4,123	$ 35,764
Total Expense	**$ 73,189**	**$ 1,525**	**$ 74,714**	**$ 10,168**	**$ 84,882**
Exclusions, Adjustments and Reclasses:					
Exclude Program Occupancy	$ (9,288)	$ -	$ (9,288)	$ -	
Exclude Program Interest		-	-	-	
Exclude Program Depreciation	(6,822)	-	(6,822)	-	
Exclude Bad Debt Expense	(348)	(100)	(448)	-	
Exclude Insurance	(892)	-	(892)	-	
Exclude Subcontracts/Passthroughs	(482)	-	(482)	-	
Subtotal Exclusions, Adjustments and Reclasses	$ (17,832)	$ (100)	(17,932)	$ -	
Unallowable Costs:					
Unallowable Salaries and applicable fringe	$ -	$ (1,408)	$ (1,408)	$ 1,408	
Unallowable Dues and Memberships	-	-	-		
Volunteer and Staff Appreciation	-	$ (196)	(196)	196	
Interest and fees	-	-	-		
Contingency	-	-	-	-	
Other Miscellaneous Unallowable Expenses	-	-	-		
Subtotal Unallowable Costs	$ -	$ (1,604)	$ (1,604)	$ 1,604	
Net Adjusted Expenses	$ 55,357	$ 3,029	$ 58,386	$ 8,564	
Indirect Cost Rate Calculation				**14.67%**	

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YMCA
Indirect Cost Rate Calculation
For the Fiscal Year Ended December 31, 2023

Program Expenses in Thousands

Description	Program Exp. Per Audited F/S	Adjustment	Total Program Service
Salaries and Wages	$ 35,343	$ -	$ 35,343
Employee Benefits	$ 3,644	-	$ 3,644
Payroll Taxes	$ 2,923	-	$ 2,923
Subtotal Salaries and Wages	$ 41,910	$ -	$ 41,910
Professional fees and contract services	$ 1,787	$ -	$ 1,787
Supplies	$ 4,351	$ -	$ 4,351
Postage & Shipping	$ 8	$ -	$ 8
Occupancy	$ 9,288		$ 9,288
Equipment Cost	$ 2,354	$ -	$ 2,354
Printing & Promotions	$ 86	$ -	$ 86
Travel and Transport Expense	$ 467	$ -	$ 467
Technology systems and services	$ 924		$ 924
Conferences, Meetings and Training	$ 1,283	$ -	$ 1,283
Membership & Professional Dues	$ 492	$ -	$ 492
Bad Debt Expense	$ 348		$ 348
Specific Assistance		$ -	$ -
Financing Costs	$ 1,315	$ -	$ 1,315
Insurance	$ 892	$ -	$ 892
National Support		$ -	$ -
Awards & Grants	$ 592	$ -	$ 592
Interest and Fees		$ -	$ -
Depreciation	$ 6,822	$ -	$ 6,822
Miscellaneous	$ 270	$ -	$ 270
Intra Allocation of Expenses	$ -	$ -	$ -
	-		
Subtotal Expenses	$ 31,279	$ -	$ 31,279
Total Expense	**$ 73,189**	**$ -**	**$ 73,189**

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YMCA
Indirect Cost Rate Calculation
For the Fiscal Year Ended December 31, 2023

Fundraising in Thousands

Description	Fund Raising Per F/S	Adjustments	Total Fundraising
Salaries and Wages	$ 934	$ -	$ 934
Employee Benefits	164	-	164
Payroll Taxes	65	-	65
Subtotal Salaries and Wages	$ 1,163	$ -	$ 1,163
Supplies	96	$ -	$ 96
Purchased Servces	63		$ 63
Postage & Shipping		$ -	$ -
Occupancy		$ -	$ -
Equipment Cost	2	$ -	$ 2
Printing & Promotions	2	$ -	$ 2
Travel and Transport Expense	3	$ -	$ 3
Techonology systems and services	54	$ -	$ 54
Conferences, Meetings and Training	24	$ -	$ 24
Membership & Professional Dues	3	$ -	$ 3
Bad Debt Expense	100	$ -	$ 100
Specific Assistance		$ -	$ -
Financing Costs		$ -	$ -
Insurance		$ -	$ -
National Support		$ -	$ -
Awards & Grants		$ -	$ -
Interest and Fees		$ -	$ -
Depreciation		$ -	$ -
Miscellaneous	15	$ -	$ 15
Intra Allocation of Expenses	-	-	$ -
Subtotal Expenses	$ 362	$ -	$ 362
Total Expense	$ 1,525	$ -	$ 1,525

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YMCA
Indirect Cost Rate Calculation
For the Fiscal Year Ended December 31, 2023

Management and General Expenses in Thousands

Description	Management General Per Audited F/S	Adjustment Note 1	Total Management General
Salaries and Wages	$ 4,916	$ -	$ 4,916
Employee Benefits	858	-	$ 858
Payroll Taxes	271	-	$ 271
Subtotal Salaries and Wages	$ 6,045	$ -	$ 6,045
Purchased Services	$ 671	$ -	$ 671
Supplies	39	$ -	39
Postage & Shipping	37	$ -	37
Occupancy	238	$ -	238
Equipment Cost	476	$ -	476
Printing & Promotions	1,082	$ -	1,082
Travel and Transport Expense	160	$ -	160
Techonology systems and services	993	$ -	993
Conferences, Meetings and Training	75	$ -	75
Membership & Professional Dues	16	$ -	16
Bad Debt Expense		$ -	
Specific Assistance		$ -	-
Financing Costs		$ -	-
Insurance	147	$ -	147
National Support		$ -	-
Awards & Grants		$ -	-
Interest and Fees		$ -	-
Depreciation	77	$ -	77
Miscellaneous	112	$ -	112
Intra Allocation of Expenses		-	-
Subtotal Expenses	$ 4,123	$ -	$ 4,123
Total Expense	$ 10,168	$ -	$ 10,168

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NAZA Annex 8 - Target Program Locations (2025-2026)
Response ID: 21752
Submitted Date: 2025-03-31 16:29:05
Completion Time: 31 min. 33 sec.

Name of Organization
YMCA of Middle Tennessee

Days of Week of Afterschool Program
4 days per week

Afterschool site plan
- Community Site
- School Site

Please check box if planning summer programming
-

ALL TARGET YOUTH NUMBERS MUST MATCH YOUR ESTIMATED

NUMBER OF YOUTH FROM YOUR PRELIMINARY BUDGET.

Afterschool Program Name
Y-Quest

Name of School Site Location
William Henry Oliver Middle School

Address of School Program Site
6211 Nolensville Pike, Nashville, TN 37211

School Partnership Level
Renewing Partnership

Number of youths targeted for site
24

Transportation needed?
Yes

Name of Community Site Location
YCAP

Address of Community Program Site
1011 Russell Street Nashville, TN 37206

Target School for Community Site
East Nashville Magnet Middle School

Number of youths targeted for site
24

3rd Party Transportation needed?
Yes

Name of Community Site Location
Northwest Family YMCA

Address of Community Program Site
3700 Ashland City Hwy, Nashville, TN 37218

Target School for Community Site
IT Creswell Middle Prep School of the Arts

Number of youths targeted for site
24

3rd Party Transportation needed?
Yes

Summer Program Name
Summer Days

Name of Summer Site Location
YCAP

Summer Location address
1011 Russell Street Nashville, TN 37206

Number of summer youth targeted for site
40

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

Weeks of Programming
4 weeks

Days per Week of Summer Program
5 days per week

Hours per Day
8 hours

Programming Time Frame
8:30 A.M. – 4:30 P.M.

Proposed months of Summer programming
June 2026

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
700 2ND AVENUE SOUTH, SUITE 201
NASHVILLE, TENNESSEE 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Direct Appropriation
Certifications of Assurance

Recipient Name

As a condition of receipt of this funding, the Recipient assures that it will comply fully with the provisions of the following laws.

- The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116;
- Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;

CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements
By accepting this funding, the signee hereby certifies, to the best of his or her knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

c. The Recipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

Signature of Authorized Representative: _____

Name: Justin Bauer

Title: Executive Director of Sponsored Programs

Agency Name: YMCA of Middle Tennessee

Date: 3/27/25

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department of Finance
700 President Ronald Reagan Way, STE 201
Nashville, Tennessee 37210

Metropolitan Government of Nashville and Davidson County
Recipient of Metro Grant Funding
Non-Profit Grants Manual Receipt Acknowledgement

Recipient Name:

As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following: Non-Profit Grant Resources

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.

- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

**Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

Signature of Authorized Representative: _____

Name: Justin Bauer

Title: Executive Director of Sponsored Programs

Agency Name: YMCA of Middle Tennessee

Date: 3/27/25

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248359979
Sep. 15, 2015 LTR 4168C 0
62-0476243 000000 00
00014414
BODC: TE

YOUNG MENS CHRISTIAN ASSOCIATION OF
NASHVILLE AND MIDDLE TENNESSEE
% MARY ALICE YATES
1000 CHURCH ST
NASHVILLE TN 37203

044729

Employer Identification Number: 62-0476243
Person to Contact: Ms. Sene
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 03, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in November 1968.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

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Sep. 15, 2015 LTR 4168C 0
62-0476243 000000 00
00014415

YOUNG MENS CHRISTIAN ASSOCIATION OF
NASHVILLE AND MIDDLE TENNESSEE
% MARY ALICE YATES
1000 CHURCH ST
NASHVILLE TN 37203

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Doris P. Kenwright

Doris Kenwright, Operation Mgr.
Accounts Management Operations 1

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FILED

AMENDED AND RESTATED CHARTER

OF THE

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE

Pursuant to § 48-60-106 of the Tennessee Nonprofit Corporation Act (the "Act"), the undersigned hereby adopts the following Amended and Restated Charter for the Young Men's Christian Association of Middle Tennessee.

1. Name. The name of the corporation (the "Corporation") is the "Young Men's Christian Association of Middle Tennessee."

2. Public Benefit Corporation. The Corporation is a public benefit corporation. It is intended that the Corporation shall have the status of a corporation that is exempt from federal income taxation under § 501(a) of the Internal Revenue Code of 1986, as amended (the "Code"), as an organization described in § 501(c)(3) thereof.

3. Registered Office and Agent. The address of the Corporation's initial registered office is 1000 Church Street, Nashville, Davidson County, Tennessee 37203, and the name of the Corporation's initial registered agent at that office is Peter Oldham.

4. Principal Office. The address of the Corporation's principal office is 1000 Church Street, Nashville, Davidson County, Tennessee 37203.

5. Not-for-Profit. The Corporation is not-for-profit.

6. Members. The Corporation will not have voting members as defined in Tennessee Code Annotated § 45-51-201(22). The Corporation may use the word "members" when referring to persons affiliated with it, but such "members" will have no voting rights nor any of the rights, interests or obligations described in Tennessee Code Annotated §§ 48-56-101 through 48-57-301.

7. Purposes. The Corporation is operated exclusively for charitable, scientific and educational purposes within the meaning of §§ 501(c)(3) and 170(c) of the Code.

8. Board of Directors and Officers. The affairs of the Corporation shall be managed (i) by a Board of Directors, whose members will be designated and appointed as provided by the Corporation's Bylaws, and (ii) by such officers as will be described in the Bylaws of the Corporation and elected by the Board of Directors.

9. Limited Personal Liability of Directors. To the full extent that the Act, as it exists on the date hereof or as it may hereafter be amended, permits the limitation or elimination of the liability of directors, a director of the Corporation shall not be personally liable to the Corporation for monetary damages for a breach of fiduciary duty as a director, except for liability: (i) for any breach of the director's duty of loyalty to the Corporation; (ii) for acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of

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the law; and (iii) under § 48-58-304 of the Act, as the same exists or hereafter may be amended. If the Act hereafter is amended to authorize the further elimination or limitation of the liability of directors, then the liability of a director of the Corporation, in addition to the limitation on personal liability provided herein, shall be limited to the full extent permitted by the amended Act. Any repeal or modification of this Section 9 shall be prospective only and shall not adversely affect any limitation on the personal liability of a director of the Corporation existing at the time of such repeal or modification.

10. Private Inurement. No part of the net earnings of the Corporation shall inure to the benefit of or be distributable to any of its directors or officers, or any other private individual; provided that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered to it or on its behalf, to pay reimbursements for reasonable expenses incurred on its behalf and to make payments and distributions in furtherance of the charitable purposes set forth in Section 7 hereof.

11. Limitation on Activities of Corporation. At all times, notwithstanding any merger, consolidation, reorganization, termination, dissolution or winding up of the Corporation, whether voluntary or involuntary or by operation of law, or any other provisions of the Charter:

(a) The Corporation shall not possess or exercise any power or authority, or engage directly or indirectly in any activity, which is inconsistent with its charitable purposes as stated in Section 7 hereof or that will or might prevent it at any time from qualifying as a corporation described in §§ 501(c)(3) and 170(c) of the Code;

(b) No part of the assets or net earnings of the Corporation shall ever be used, nor shall the Corporation ever be organized or operated, other than exclusively for the promotion of the charitable purposes of the Corporation as set forth in Section 7 hereof and consistent with §§ 501(c)(3) and 170(c) of the Code; and

(c) Notwithstanding any other provisions of this Charter, the Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization described in §§ 501(c)(3) and 170(c) of the Code.

12. No Legislative or Political Activity. No substantial part of the activities of the Corporation shall be for the carrying on of propaganda or otherwise attempting to influence legislation; and the Corporation shall not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of (or in opposition to) any candidate for public office.

13. Private Foundation Limitations. If the Corporation is a private foundation within the meaning of § 509 of the Code for a taxable year, the Corporation:

(a) Shall not engage in any act of self-dealing, as defined in § 4941(d) of the Code;

(b) Shall not retain any excess business holdings, as defined in § 4943(c) of the Code, which would subject the Corporation to tax under § 4943 of the Code;

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(c) Shall not make any investments that would subject the Corporation to tax under § 4944 of the Code;

(d) Shall not make any taxable expenditures, as defined in § 4945(d) of the Code; and

(e) Shall distribute the income of the Corporation for each taxable year at such times and in such manner as not to become subject to the tax on undistributed income imposed by § 4942 of the Code.

14. Distribution of Assets Upon Dissolution. Upon the dissolution of the Corporation, after paying or making provision for payment of all liabilities of the Corporation then outstanding and unpaid, the Board of Directors shall distribute the assets of the Corporation to one or more organizations then described in §§ 501(c)(3) and 170(c) of the Code, or any corresponding provisions of any future federal tax laws, as the Board of Directors shall determine; provided, however, that preference shall be given to organizations organized and operated for charitable, educational, scientific and/or religious purposes similar to those of the Corporation. Any assets not so disposed of by the Board of Directors shall be disposed of by a court having equity jurisdiction in the county in which the principal office of the Corporation is then located, with the distribution of assets to be made to such organization or organizations which are organized and operated exclusively for charitable purposes within the meaning of §§ 501(c)(3) and 170(c) of the Code, or any corresponding provision of any future federal tax laws, as such court shall determine.

15. Approval. This Amended and Restated Charter must be approved by the Corporation's Board of Directors and Members. Additional approval (as permitted § 48-60-301 of the Act) is not required.

(a) Board Approval. This Amended and Restated Charter was duly approved and adopted by the Corporation's Board of Directors on February 12, 2014.

(b) Member Approval. This Amended and Restated Charter was duly approved and adopted by the Corporation's Members on June 24, 2014.

Dated: 7/16/14.

Dan Dummermuth, President and CEO

11095428.2

7363.2110, 07/18/2014, 10:20:35, Received by Tennessee Secretary of State Tre Hargett

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE

Entity Type: Nonprofit Corporation
Formed in: TENNESSEE
Term of Duration: Perpetual
Religious Type: Non-Religious
Benefit Type: Public Benefit Corporation

Status: Active
Control Number: 000080299
Initial Filing Date: 2/28/1910 4:30:00 PM
Fiscal Ending Month: December
AR Due Date: 04/01/2025

Registered Agent
JESSICA P FAIN
1000 CHURCH ST
NASHVILLE, TN 37203

Principal Office Address
1000 CHURCH ST
NASHVILLE, TN 37203-3420

Mailing Address
1000 CHURCH ST
NASHVILLE, TN 37203-3420

AR Standing: Good | RA Standing: Good | Other Standing: Good | Revenue Standing: N/A

History (49)

Type	Date	Tracking Number	Change History
2023 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/13/2024 3:43:17 PM	B1527-0641	
Certificate of Existence/Authorization for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE by BUTLER SNOW LLP	5/19/2023 2:24:32 PM	0530981	
2022 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/16/2023 3:41:34 PM	B1357-0758	
Certified Copies for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE by CFS	11/22/2022 12:33:00 PM	0504687	

Certificate of Existence/Authorization for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE by BUTLER SNOW LLP	11/22/2022 7:52:16 AM	0504595	
2021 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/14/2022 1:57:35 PM	B1177-8949	
Registered Agent Change (by Entity) for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	2/3/2022 12:15:02 PM	B1155-9095	○ Registered Agent First Name changed from: PETER to: JESSICA ○ Registered Agent Last Name changed from: OLDHAM to: FAIN ○ Registered Agent Middle Name changed from: No Value to: P
Certified Copies for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE by CFS	5/20/2021 9:51:00 AM	0418435	
Certificate of Existence/Authorization for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE by BUTLER SNOW LLP	5/18/2021 4:53:29 PM	0418102	
2020 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/17/2021 12:32:00 PM	B1000-9003	
Certificate of Existence/Authorization for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE by CFS	2/23/2021 11:24:00 AM	0404350	
2019 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/20/2020 10:53:55 AM	B0841-8881	
2018 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/21/2019 12:57:40 PM	B0675-2685	
2017 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/13/2018 4:40:35 PM	B0515-6183	

2016 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/28/2017 5:30:41 PM	B0372-5690	
2015 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/23/2016 3:40:52 PM	B0221-5598	
2014 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/30/2015 5:27:42 PM	B0078-8248	
Amended and Restated Formation Documents for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	7/18/2014 10:20:00 AM	7363-2108	○ Registered Agent Middle Name changed from: M. to: No Value
2013 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/25/2014 10:55:55 AM	A0226-0360	
2012 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/21/2013 1:43:48 PM	A0164-1648	
2011 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/19/2012 8:00:00 AM	A0109-2217	○ Principal Postal Code changed from: 37203 to: 37203-3420 ○ Principal County changed from: No value to: DAVIDSON COUNTY
2010 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	2/10/2011 8:00:00 AM	A0056-2457	○ Registered Agent First Name changed from: TIM to: Peter ○ Registered Agent Middle Name changed from: No Value to: M. ○ Registered Agent Last Name changed from: WEILL to: Oldham
2009 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	2/24/2010 8:00:00 AM	A0007-1978	○ Principal Postal Code changed from: 372030000 to: 37203
Mailing Address Update for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	2/23/2010 12:17:44 PM	NO IMAGE	
Articles of Amendment for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	6/18/2009 12:02:03 AM	6554-2823	○ Principal Address Changed ○ Registered Agent Physical Address Change

2008 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	2/13/2009 12:06:35 AM	6447-2121	
2007 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	2/22/2008 12:06:50 AM	6224-0817	
2006 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	2/12/2007 12:06:10 AM	5950-0784	
2005 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	2/3/2006 12:06:36 AM	5677-0466	
Merger for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	6/30/2005 12:12:06 AM	5490-1683	○ Merged Control #: 000060913 ○ Merged Control #: 000080299
2004 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	2/11/2005 12:04:29 AM	5355-1290	
2003 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/12/2004 12:07:34 AM	5062-1178	
2002 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/14/2003 12:04:41 AM	4753-2082	
Amended and Restated Formation Documents for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	4/26/2002 12:00:15 AM	4487-1246	○ Registered Agent Changed
2001 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/1/2002 12:04:38 AM	4432-2528	○ Registered Agent Changed
Articles of Amendment for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	5/10/2001 12:00:15 AM	4186-2851	○ Name Changed

2000 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	3/23/2001 12:06:28 AM	4153-1894	
1999 Annual Report for YOUNG MEN'S CHRISTIAN ASSOCIATIO OF MIDDLE TENNESSEE	1/21/2000 12:05:16 AM	3805-2044	
Articles of Amendment for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	3/4/1997 12:00:04 AM	3291-2257	○ Name Changed
Merger for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	12/30/1996 12:07:05 AM	3261-0638	○ Merged Control #: 000080299 ○ Merged Control #: 000302739
CMS Annual Report Update for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	2/12/1992 12:02:31 AM	2376-1205	○ Registered Agent Changed
CMS Annual Report Update for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	2/28/1991 12:04:51 AM	2097-0385	○ Registered Agent Physical Address Change ○ Registered Agent Changed ○ Fiscal Year Close Changed
Administrative Amendment for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	2/20/1991 12:00:23 AM	2084-1417A	○ Mail Address Changed
Articles of Amendment for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	12/20/1990 12:00:36 AM	2017-0766	○ Name Changed
Articles of Amendment for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	5/15/1990 12:00:30 AM	1765-0685	○ Principal Address Changed
Administrative Amendment for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	7/31/1989 12:00:33 AM	1379-0092	○ Mail Address Changed

Registered Agent Change (by Entity) for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	2/27/1986 12:00:55 AM	596 02788	○ Registered Agent Physical Address Change ○ Registered Agent Changed
Articles of Amendment for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	7/26/1984 12:00:37 AM	489 00125	○ Principal Address Changed
Initial Filing for YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE	2/28/1910 12:00:01 AM	B006P0023	

Name History (3)

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE

FINANCIAL STATEMENTS

As of and for the Years Ended December 31, 2023 and 2022

And Report of Independent Auditor

1570

Cherry Bekaert LLP
Your Guide Forward

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
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Statements of Financial Position 3
Statements of Activities 4-5
Statements of Functional Expenses 6-7
Statements of Cash Flows 8
Notes to the Financial Statements 9-24

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Cherry Bekaert LLP
Your Guide Forward

Report of Independent Auditor

To the Board of Directors
Young Men's Christian Association of Middle Tennessee
Nashville, Tennessee

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of the Young Men's Christian Association of Middle Tennessee (the "YMCA") (a nonprofit organization), which comprise the statements of financial position as of December 31, 2023 and 2022, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the YMCA as of December 31, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the YMCA and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the YMCA's ability to continue as a going concern within one year after the date the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

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In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the YMCA's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the YMCA's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 21, 2024, on our consideration of the YMCA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Young Men's Christian Association of Middle Tennessee's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Young Men's Christian Association of Middle Tennessee's internal control over financial reporting and compliance.

Cherry Bekaert LLP

Nashville, Tennessee
June 21, 2024

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
STATEMENTS OF FINANCIAL POSITION (IN THOUSANDS)

DECEMBER 31, 2023 AND 2022

	2023	2022
ASSETS		
Current Assets:		
Cash and cash equivalents	$ 27,069	$ 43,197
Investments	15,039	12,947
Accounts and Grants Receivable:		
Membership and program fees, net	368	342
Grants and contracts	110	289
Contributions receivable, net	2,777	1,907
Other receivables	822	-
Prepaid expenses and other assets	1,102	1,393
Total Current Assets	47,287	60,075
Contributions receivable, less current portion, net	170	2,943
Investments	17,546	12,231
Interest rate swap asset	546	806
Cash restricted for investment in property and equipment	200	1,909
Property and equipment, net	123,393	120,302
Operating lease right-of-use assets	588	554
Total Assets	$ 189,730	$ 198,820
LIABILITIES AND NET ASSETS		
Current Liabilities:		
Accounts payable	$ 3,750	$ 6,476
Accrued expenses	4,778	5,118
Deferred membership and program revenues	2,281	1,888
Deferred grant revenue, ARPA Childcare Stabilization Grant	8,832	10,334
Promissory note payable	-	15,500
Current portion of bonds payable	2,027	1,956
Current portion of operating lease liability	170	366
Total Current Liabilities	21,838	41,638
Deferred lease revenue and other	201	976
Operating lease liability, less current portion	424	192
Long-term bonds payable, less current portion	30,087	32,114
Total Liabilities	52,550	74,920
Net Assets:		
Without Donor Restrictions:		
Undesignated	78,395	58,816
Board designated	52,798	57,411
Total Without Donor Restrictions	131,193	116,227
With Donor Restrictions	5,987	7,674
Total Net Assets	137,180	123,900
Total Liabilities and Net Assets	$ 189,730	$ 198,820

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The accompanying notes to the financial statements are an integral part of these statements.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
STATEMENT OF ACTIVITIES (IN THOUSANDS)

YEAR ENDED DECEMBER 31, 2023
(WITH SUMMARIZED FINANCIAL DATA FOR YEAR ENDED DECEMBER 31, 2022)

	Without Donor Restrictions	With Donor Restrictions	2023 Total	2022 Total
Operating Activities:				
Public Support:				
Contributions	$ -	$ 2,596	$ 2,596	$ 2,700
Foundation and corporate grants	861	328	1,189	1,292
Special events, net	62	-	62	286
Release from restrictions	2,813	(2,813)	-	-
Total Public Support	3,736	111	3,847	4,278
Revenue:				
Membership fees, net	46,183	-	46,183	40,274
Program fees, net	21,749	-	21,749	20,263
Government grants and contracts	12,190	-	12,190	21,504
Sales to members	672	-	672	757
Other income	1,196	-	1,196	974
Total Revenue	81,990	-	81,990	83,772
Total Public Support and Revenue	85,726	111	85,837	88,050
Expenses:				
Program services	73,189	-	73,189	69,351
Administrative	10,168	-	10,168	9,182
Fundraising	1,525	-	1,525	1,299
Total Expenses	84,882	-	84,882	79,832
Change in Net Assets from Operations	844	111	955	8,218
Nonoperating Activities:				
Unrealized (loss) gain on interest rate swap	(260)	-	(260)	2,753
Interest income	1,705	-	1,705	77
Unrealized gain on investments	491	-	491	-
Gain on sale of property and equipment	8,342	-	8,342	25,105
Contributions for capital assets	-	2,047	2,047	3,374
Release from restrictions	3,844	(3,844)	-	-
Total Nonoperating Activities	14,122	(1,797)	12,325	31,309
Change in net assets	14,966	(1,686)	13,280	39,527
Net assets, beginning of year	116,226	7,674	123,900	84,373
Net assets, end of year	$ 131,192	$ 5,988	$ 137,180	$ 123,900

The accompanying notes to the financial statements are an integral part of these statements.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
STATEMENT OF ACTIVITIES (IN THOUSANDS)

YEAR ENDED DECEMBER 31, 2022

	Without Donor Restrictions	With Donor Restrictions	2022 Total
Operating Activities:			
Public Support:			
Contributions	$ 622	$ 2,078	$ 2,700
Foundation and corporate grants	775	517	1,292
Special events, net	286	-	286
Release from restrictions	2,481	(2,481)	-
Total Public Support	4,164	114	4,278
Revenue:			
Membership fees, net	40,274	-	40,274
Program fees, net	20,263	-	20,263
Government grants and contracts	21,504	-	21,504
Sales to members	757	-	757
Other income	974	-	974
Total Revenue	83,772	-	83,772
Total Public Support and Revenue	87,936	114	88,050
Expenses:			
Program services	69,351	-	69,351
Administrative	9,182	-	9,182
Fundraising	1,299	-	1,299
Total Expenses	79,832	-	79,832
Change in Net Assets from Operations	8,104	114	8,218
Nonoperating Activities:			
Unrealized gain on interest rate swap	2,753	-	2,753
Interest income	77	-	77
Gain on sale of property and equipment	25,105	-	25,105
Contributions for capital assets	-	3,374	3,374
Release from restrictions	2,573	(2,573)	-
Total Nonoperating Activities	30,508	801	31,309
Change in net assets	38,612	915	39,527
Net assets, beginning of year	77,614	6,759	84,373
Net assets, end of year	$ 116,226	$ 7,674	$ 123,900

The accompanying notes to the financial statements are an integral part of these statements.

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
STATEMENT OF FUNCTIONAL EXPENSES (IN THOUSANDS)

YEAR ENDED DECEMBER 31, 2023

	Program Services				Supporting Services			
	Healthy Living	Youth Development	Social Responsibility	Total Program Services	Administrative	Fundraising	Total Supporting Services	Total Expenses
Personnel Costs:								
Salaries and wages	$ 20,590	$ 14,425	$ 328	$ 35,343	$ 4,916	$ 934	$ 5,850	$ 41,193
Employee benefits	1,874	1,710	60	3,644	858	164	1,022	4,666
Payroll taxes	1,735	1,164	24	2,923	271	65	336	3,259
Total Personnel Costs	24,199	17,299	412	41,910	6,045	1,163	7,208	49,118
Nonpersonnel Costs:								
Occupancy	7,820	1,468	-	9,288	238	-	238	9,526
Depreciation and amortization	4,161	2,593	68	6,822	77	-	77	6,899
Supplies	2,133	2,206	12	4,351	39	96	135	4,486
Equipment	1,964	384	6	2,354	476	2	478	2,832
Purchased services	971	784	32	1,787	671	63	734	2,521
Technology system and services	626	292	6	924	993	54	1,047	1,971
Conferences, meetings, and staff development	163	1,079	41	1,283	75	24	99	1,382
Financing costs	802	500	13	1,315	-	-	-	1,315
Promotion and publication	58	28	-	86	1,082	2	1,084	1,170
Liability and other insurance	624	240	28	892	147	-	147	1,039
Travel, meals, and entertainment	45	376	46	467	160	3	163	630
Awards, grants, and assistance	376	191	25	592	-	-	-	592
Membership and professional dues	340	152	-	492	16	3	19	511
Bad debt expense	347	1	-	348	-	100	100	448
Miscellaneous	91	145	34	270	112	15	127	397
Postage and shipping	7	1	-	8	37	-	37	45
Total Nonpersonnel Costs	20,528	10,440	311	31,279	4,123	362	4,485	35,764
Total Expenses	$ 44,727	$ 27,739	$ 723	$ 73,189	$ 10,168	$ 1,525	$ 11,693	$ 84,882

The accompanying notes to the financial statements are an integral part of these statements.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
STATEMENT OF FUNCTIONAL EXPENSES (IN THOUSANDS)

YEAR ENDED DECEMBER 31, 2022

	Program Services				Supporting Services			
	Healthy Living	Youth Development	Social Responsibility	Total Program Services	Administrative	Fundraising	Total Supporting Services	Total Expenses
Personnel Costs:								
Salaries and wages	$ 19,474	$ 13,213	$ 245	$ 32,932	$ 4,841	$ 910	$ 5,751	$ 38,683
Employee benefits	1,779	1,551	46	3,376	933	175	1,108	4,484
Payroll taxes	1,677	1,090	18	2,785	385	63	448	3,233
Total Personnel Costs	22,930	15,854	309	39,093	6,159	1,148	7,307	46,400
Nonpersonnel Costs:								
Occupancy	8,705	1,581	-	10,286	267	-	267	10,553
Depreciation and amortization	4,292	2,582	54	6,928	51	-	51	6,979
Supplies	1,749	1,851	-	3,600	28	22	50	3,650
Purchased services	777	832	69	1,678	400	31	431	2,109
Equipment	1,437	319	-	1,756	224	2	226	1,982
Technology system and services	525	215	4	744	868	50	918	1,662
Financing costs	839	505	11	1,355	-	-	-	1,355
Conferences, meetings, and staff development	139	977	21	1,137	27	22	49	1,186
Awards, grants, and assistance	656	355	29	1,040	-	-	-	1,040
Promotion and publication	56	44	-	100	786	5	791	891
Membership and professional dues	372	138	-	510	26	3	29	539
Travel, meals, and entertainment	28	276	23	327	145	6	151	478
Liability and other insurance	209	106	1	316	99	-	99	415
Bad debt expense	287	-	-	287	-	-	-	287
Miscellaneous	86	77	22	185	65	9	74	259
Postage and shipping	7	2	-	9	37	1	38	47
Total Nonpersonnel Costs	20,164	9,860	234	30,258	3,023	151	3,174	33,432
Total Expenses	$ 43,094	$ 25,714	$ 543	$ 69,351	$ 9,182	$ 1,299	$ 10,481	$ 79,832

The accompanying notes to the financial statements are an integral part of these statements.

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
STATEMENTS OF CASH FLOWS (IN THOUSANDS)

YEARS ENDED DECEMBER 31, 2023 AND 2022

	2023	2022
Cash flows from operating activities:		
Change in net assets	$ 13,280	$ 39,527
Adjustments to reconcile net income to net cash from operating activities:		
Depreciation and amortization	6,899	6,979
Gain on disposal of property and equipment	(8,359)	(25,105)
Realized and unrealized gain on investments	(492)	-
Loss (gain) on interest rate swap agreement	260	(2,753)
Net change in lease right-of-use assets and liabilities	1	4
Changes in:		
Accounts and grants receivable	153	(191)
Contributions receivable	247	(3,298)
Prepaid expenses and other	291	(475)
Accounts payable and accrued liabilities	(28)	1,434
Deferred membership	393	(279)
Deferred grant revenue	(1,502)	1,367
Deferred lease revenue and other	(774)	(74)
Other receivables	(822)	-
Net cash flows from operating activities	9,547	17,136
Cash flows from investing activities:		
Purchases of property and equipment	(20,670)	(26,946)
Proceeds from sale of property and equipment	16,000	25,966
Purchases of investments	(6,915)	(25,179)
Net cash flows from investing activities	(11,585)	(26,159)
Cash flows from financing activities:		
Proceeds received from contributions for property and equipment	1,656	4,132
Proceeds from note payable	-	15,500
Principal payments on note payable	(15,500)	-
Principal payments on bonds payable	(1,955)	(3,886)
Net cash flows from financing activities	(15,799)	15,746
Change in cash and cash equivalents	(17,837)	6,723
Cash and cash equivalents, beginning of year	45,106	38,383
Cash and cash equivalents, end of year	$ 27,269	$ 45,106
Reconciliation to statements of financial position:		
Cash and cash equivalents, unrestricted	$ 27,069	$ 43,197
Cash restricted for investment in property and equipment	200	1,909
	$ 27,269	$ 45,106
Supplemental cash flow disclosures:		
Cash paid for interest	$ 1,315	$ 1,373

The accompanying notes to the financial statements are an integral part of these statements.

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Note 1—General and summary of significant accounting policies

General – The Young Men's Christian Association of Middle Tennessee (the "YMCA") is a worldwide charitable fellowship united by a common loyalty to Jesus Christ for the purpose of helping people grow in spirit, mind, and body. As the region's leading nonprofit dedicated to strengthening community, the YMCA works side by side with neighbors to make sure everyone, regardless of age, income, or background, has the opportunity to learn, grow, and thrive. With 12 family wellness centers and over 80 program locations, the YMCA exists to nurture the potential of children and teens, improve the region's health and well-being, and to provide opportunities to give back and support neighbors.

Program Activities – The accompanying financial statements include the following program activities:

Healthy Living – The YMCA is a leading voice on health and well-being. We bring families closer together, encourage good health and foster connections through fitness, sports, fun, and shared interests. As a result, people in our community are receiving the support, guidance, and resources they need to achieve greater health in spirit, mind, and body. This is particularly important as our nation struggles with an obesity crisis, families struggle with work/life balance, and individuals search for personal fulfillment.

Youth Development – The YMCA is committed to nurturing the potential of every child and teen. We believe that all kids deserve the opportunity to discover who they are and what they can achieve. That is why we help young people cultivate the values, skills, and relationships that lead to positive behaviors, better health, and educational achievement. Our YMCA programs offer a range of experiences that enrich cognitive, social, physical, and emotional growth.

Social Responsibility – The YMCA believes in giving back and supporting our neighbors. We have been listening and responding to our community's most critical social needs. YMCA programs are examples of how we deliver training, resources, and support that empower our neighbors to effect change, bridge gaps, and overcome obstacles. We engage YMCA members, participants, and volunteers in activities that strengthen our community and pave the way for future generations to thrive.

Basis of Presentation – The accompanying financial statements present the financial position and operations of the corporate office and all YMCA centers on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America ("U.S. GAAP"). All significant transactions and balances between and among the corporate office and the centers have been eliminated in combination.

Resources are classified as with or without donor restrictions based on the existence or absence of donor-imposed restrictions as follows:

Net Assets Without Donor Restrictions – Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the YMCA. These net assets may be used at the discretion of YMCA's management and the Board of Directors.

Net Assets With Donor Restrictions – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the YMCA or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Contributions and Support – Contributions received are recorded as increases in net assets without donor restrictions or with donor restrictions depending on the existence and/or nature of any donor restrictions. Contributions received are recognized when cash, other assets, or an unconditional promise to give is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return or right of release, are not recognized until the conditions on which they depend have been substantially met.

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Note 1—General and summary of significant accounting policies (continued)

Contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as increases to net assets with donor restrictions. When a restriction is fulfilled (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets are reclassified to net assets without donor restrictions and are reported in the statements of activities as net assets released from restrictions. However, if a restriction is fulfilled in the same time period in which the contribution is received, the support is reported as increases to net assets without donor restrictions.

Contributions of assets other than cash are recorded at their estimated fair value. Any gifts of equipment or materials are reported as increases to net assets without donor restrictions unless explicit donor restrictions specify how the assets must be used. Gifts of long-lived assets with explicit restrictions as to how the assets are to be used or funds restricted for the acquisition of long-lived assets are reported as increases to net assets with donor restrictions. Expirations of donor restrictions are recognized when the donated or acquired long-lived assets are placed in service.

Government Grants and Contracts – The YMCA receives grant and contract funding from various federal, state, and local governments to provide a variety of program services to the public based on specific requirements included in the agreement, including eligibility, procurement, reimbursement, curriculum, staffing, and other requirements. These program services range from childcare after school programs, day camp, family programs, programs for seniors, and health and welfare related programs. The YMCA's government grants and contracts are nonreciprocal transactions and include conditions stipulated by the government agencies and are, therefore, accounted for as conditional contributions. Public support is recognized as conditions are satisfied, primarily as expenses are incurred.

Cash received on government grants and contracts prior to incurring allowable expenses are recorded as deferred revenue.

Government grants and contracts receivable are recorded in grants receivable. All other contributions are recorded in contributions receivable. The allowance for doubtful accounts is determined by the age of the balance, historical collection rates, and specific identification of uncollectible accounts. Uncollectible receivables are charged to the allowance. An expense is recorded at the time the allowance is adjusted. At December 31, 2023 and 2022, all such grant and contracts receivable are deemed to be fully collectible.

Donated Services – Many individuals volunteer their time and perform a variety of tasks for or on behalf of the YMCA. During 2023 and 2022, contributed services meeting the requirements for recognition in the financial statements was not significant.

Cash and Cash Equivalents – For the purposes of the statements of cash flows, the YMCA considers all cash funds, cash bank accounts, and highly liquid debt instruments purchased with an original maturity of three months or less to be cash and cash equivalents.

Accounts Receivable – Accounts receivable related to membership and programmatic fees are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through adjustments to valuation allowances based on its assessment of the current status of individual receivables. The allowance for doubtful accounts for accounts receivable at December 31, 2023 and 2022 (in thousands) is $195 and $153, respectively.

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Note 1—General and summary of significant accounting policies (continued)

Contributions Receivable – Unconditional promises to give that are expected to be collected within one year are recorded as pledges receivable at their net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of estimated future cash flows. The discount on those amounts is computed using an appropriate discount rate commensurate with the rate on U.S. government bonds whose maturities correspond to the maturities of the contributions and management's estimate of credit risk for each contribution. Amortization of the discount is recognized using the interest method over the term of the gift and is included in contribution revenue. Conditional promises to give are not included as support until such time as the conditions are substantially met.

The allowance for uncollectible contributions is provided based on management's estimate of uncollectible contributions receivable and historical trends. The allowance for doubtful accounts for contributions receivable at December 31, 2023 and 2022 (in thousands) is $315 and $432, respectively.

Prepaid Expenses and Other Assets – Prepaid expenses includes insurance, certain marketing and promotional costs pertaining to future campaigns, and are paid in advance and charged to operating expense when the campaign occurs.

Advertising, marketing, and promotional costs incurred totaled $1,170 and $952 (in thousands) for the years ended December 31, 2023 and 2022, respectively, and are included in promotions and publications on the statements of functional expense.

Property and Equipment – Land, building, equipment, furniture, and software are reported at cost at the date of purchase or at estimated fair value at date of gift to the YMCA. The YMCA's policy is to capitalize purchases with a cost (in thousands) of $5 or more and an estimated useful life greater than one year. Depreciation is calculated by the straight-line method over the estimated useful lives of the assets ranging from 2 to 20 years for equipment and furniture; 5 to 7 years for software; 15 to 20 years for land improvements; and 40 years for buildings and building improvements.

Interest costs are capitalized in connection with construction of qualifying assets. Capitalization begins when expenditures for qualifying assets are made, activities necessary to prepare the asset for its intended use are in progress, and interest cost is being incurred. Capitalization ends when the asset is ready for its intended use. Capitalized interest cost is depreciated the same as the associated qualifying asset.

Right of Use Assets and Lease Liabilities – Right of use ("ROU") assets represent the YMCA's right to use the underlying assets for the lease term and lease liabilities represent the net present value of the YMCA's obligation to make payments arising from these leases. The lease liabilities are based on the present value of fixed lease payments over the lease term using the YMCA's incremental borrowing rate on the lease commencement date. If the lease includes one or more options to extend the term of the lease, the renewal option is considered in the lease term if it is reasonably certain the YMCA will exercise the options. Operating lease expense is recognized on a straight-line basis over the term of the lease. Finance lease expense is recognized as amortization of the right to use asset and interest expense. As permitted by ASC 842, leases with an initial term of 12 months or less ("short-term leases") are not recorded on the accompanying statements of financial position.

The YMCA has lease agreements with lease and non-lease components, which are accounted for as a single lease component under the practical expedient provisions of the standard. For the qualifying short-term leases, the YMCA elected the short-term lease recognition exemption in which the YMCA will not recognize ROU assets or lease liabilities, including the ROU assets or lease liabilities for existing short-term leases of those assets upon adoption.

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Note 1—General and summary of significant accounting policies (continued)

Variable lease payments consist primarily of common area maintenance, utilities, and taxes, which are not included in the recognition of ROU assets and related lease liabilities. Variable lease payments and short-term lease expenses were immaterial to the YMCA's financial statements for the years ended December 31, 2023, and 2022. The YMCA lease agreements do not contain material restrictive covenants.

Impairment of Long-lived Assets – The carrying value of the YMCA's long-lived assets is reviewed to determine if facts or circumstances suggest the assets may be impaired or the remaining useful, depreciable life may need to be changed. The YMCA considers internal and external factors related to each asset, including future asset utilization and business climate. If these factors and the projected undiscounted cash flows of the asset over the remaining life indicate the asset will not be recoverable, the carrying value will be adjusted down to the estimated fair value, if less than book value.

Derivatives – The YMCA utilizes derivative financial instruments to manage its interest rate exposure by reducing the impact of fluctuating interest rates on its debt service requirements. Derivatives are recognized as either assets or liabilities in the statements of financial position at fair value. Changes in the fair value of derivatives are recognized currently in the statements of activities.

Deferred Revenues – Deferred revenue consists of membership dues, unearned revenue from a lease, and advance operational and maintenance costs received from a lessee.

Income from membership dues is deferred initially and recognized over the periods to which dues relate.

Deferred lease revenue is recognized into income on the straight-line method over the term of the lease.

Grant funds received prior to expenditure are recorded initially as deferred revenue. Revenue is recognized in the period a liability is incurred for eligible expenditures under the terms of the grant.

Income Taxes – The YMCA qualifies as a nonprofit organization exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. The YMCA files U.S. federal Form 990 for organizations exempt from income tax and Form 990-T, an exempt organization business income tax return. In addition, the YMCA files a Tennessee franchise and excise tax return. The YMCA pays tax on unrelated business income from certain activities. These activities and the related tax were insignificant in 2023 and 2022.

The YMCA follows the Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") guidance related to unrecognized tax benefits. The guidance clarifies the accounting for uncertainty in income taxes recognized in an organization's financial statements. This guidance prescribes a minimum probability threshold that a tax position must meet before a financial statement benefit is recognized. The minimum threshold is defined as a tax position that is more likely than not to be sustained upon examination by the applicable taxing authority, including resolution of any related appeals or litigation processes, based on the technical merits of the position. The tax benefit to be recognized is measured as the largest amount of benefit that is greater than 50% likely of being realized upon ultimate settlement. The YMCA has no tax penalties or interest reported in the accompanying financial statements. There is no accrual for uncertain tax positions at December 31, 2023 or 2022.

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Note 1—General and summary of significant accounting policies (continued)

Program and Supporting Services – The following program and supporting services are included in the accompanying financial statements:

Program Services – Includes activities carried out to fulfill the YMCA's mission to provide nurturing and healthy development of children, teens, adults, seniors, families, and communities, and to provide opportunities to give back and support neighbors.

Supporting Services – Administrative expenses relate to the overall direction of an organization. These expenses are not identifiable with a particular program or event or with fundraising but are indispensable to the conduct of those activities and are essential to an organization. Fundraising expenses include the costs of activities directed toward appeals for financial support including annual giving campaigns and grants. Other activities include the cost of solicitations and creation and distribution of fundraising materials.

As part of its fundraising efforts, the YMCA holds periodic special events. Direct expenses related to special events are included within special event revenue in the accompanying statements of activities and totaled (in thousands) $129 and $113 for the years ended December 31, 2023 and 2022, respectively.

Allocation of Functional Expenses – The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include depreciation and amortization, interest, occupancy, salaries and wages, and conferences, meetings, and staff development, which are allocated on a basis of estimated usage, time, and effort.

Use of Estimates – The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Fair Value Measurements – The YMCA classifies its financial assets and liabilities based on a hierarchy consisting of: Level 1 (securities valued using quoted prices from active markets for identical assets), Level 2 (securities not traded on an active market but for which observable market inputs are readily available; inputs to the valuation methodology are other than quoted prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value can be determined through the use of models or other valuation methodologies), and Level 3 (securities valued based on significant unobservable inputs).

An asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used maximize the use of observable inputs and minimize the use of unobservable inputs. Following are descriptions of the valuation methodologies used for financial assets and liabilities:

U.S. Treasury securities are measured at fair value on a recurring basis utilizing Level 1 inputs. Independent third party pricing sources are used to price all security positions for which a readily determinable market price is available. At December 31, 2023 and 2022, the YMCA had unrealized gain on investments (in thousands) of $491 and $-0-, respectively, included in the unrealized gain on investments on the statements of activities.

Interest rate swaps are measured at fair value on a recurring basis utilizing Level 2 inputs. The YMCA obtains bank quotations to value its interest rate swaps. For purposes of potential valuation adjustments to its derivative positions, the YMCA evaluates the credit risk of its counterparties as well as that of the YMCA. At December 31, 2023 and 2022, the YMCA had unrealized (loss) gain on interest rate swap (in thousands) of $(260) and $2,753, respectively, on the statements of activities.

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Note 1—General and summary of significant accounting policies (continued)

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the YMCA believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date. There were no changes in the valuation methodologies during 2023 or 2022.

Reclassifications – Certain 2022 amounts have been reclassified to conform with 2023 presentation. These reclassifications had no effect on the reported results of operations.

Adoption of New Accounting Pronouncements in June 2016, FASB issued Accounting Standards Update ("ASU") 2016-13, *Financial Instruments – Credit Losses (Topic 326)* and subsequently related amendments (ASU 2018-19, ASU 2019-04, ASU 2019-05, ASU 2019-10, ASU 2019-11, and ASU 2022-02). This guidance replaced the incurred loss impairment guidance and established a single allowance framework for financial assets carried at amortized cost based on expected credit losses. The estimate of expected credit losses requires the incorporation of historical information, current conditions, and reasonable and supportable forecasts. This ASU is effective for the year ended December 31, 2023.The YMCA adopted this standard effective January 1, 2023, using the modified retrospective approach. Since the YMCA does not have material receivables subject to ASC Topic 326 as of December 31, 2023, adoption of the new standard did not materially impact the Organization's financial statements.

Subsequent Events – The YMCA has evaluated subsequent events through June 21, 2024, which is the date on which these financial statements are available to be issued.

Note 2—Revenue

The YMCA follows ASU 2014-09, *Revenue from Contracts with Customers (Topic 606)* which requires an entity to recognize revenue when the YMCA transfers the promised goods or services to a customer in an amount that reflects consideration that is expected to be received for those goods and services.

Member Fees and Program Fees – The YMCA receives revenue from member fees, which are based on the number of people in the household. Membership in the YMCA entitles members to enjoy the use of YMCA facilities and to participate in YMCA programs at reduced fees. Program fees are charged for both members and non-members to participate in various programming including camping, aquatics, childcare, fitness and wellness, sports, and special events. Members and program participants may apply to pay reduced rates, which are offered on a sliding scale based on household income. Membership and program fees are recognized when the performance obligation is met. Such fees received in advance are recorded as deferred membership and other revenues.

Disaggregation of Revenue – The statements of activities depict the disaggregation of revenues by revenue stream for the years ended December 31, 2023 and 2022, and are consistent with how the YMCA evaluates financial performance.

Contract Balances – Timing differences among revenue recognition may result in contract assets or liabilities. Contract liabilities on the accompanying statements of financial position totaled (in thousands) $2,281 and $1,888 as of December 31, 2023 and 2022, respectively. Deferred revenue represents income from membership dues and program fees. Deferred lease revenue represents income from a third party contract described in Note 8. These are deferred when received and amortized over the terms of the membership or contract period.

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Note 2—Revenue (continued)

The following table provides information about significant changes in the contract liabilities for the years ended December 31, 2023 and 2022 (in thousands):

	2023	2022
Deferred membership and program revenue, beginning of year	$ 1,888	$ 2,167
Revenue recognized that was included in deferred revenue at the beginning of year	(1,888)	(2,167)
Increase in deferred revenue due to cash received during the year	2,281	1,888
Deferred membership and program revenue, end of year	$ 2,281	$ 1,888

Note 3—Liquidity and availability of resources

The YMCA has a goal to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. The YMCA maintains a line of credit with maximum borrowings of $15 million (see Note 9) with a financial institution that is drawn upon as needed primarily to finance fixed asset purchases and also to manage cash flow, if needed.

The following table represents the YMCA's financial assets (in thousands) as of December 31, 2023 and 2022, reduced by amounts not available for general expenditure within one year. Financial assets are considered unavailable when illiquid or not convertible to cash within one year or because the governing board has set aside the funds for a specific reserve or donors have restricted certain donations. These board designations could be drawn upon if the board approves that action. The YMCA considers general expenditures to be all expenditures related to its ongoing activities of achieving its mission of helping people grow in spirit, mind, and body:

	2023	2022
Financial assets:		
Cash and cash equivalents	$ 27,069	$ 43,197
Investments	15,039	12,947
Accounts and grants receivable, net	478	631
Contributions receivable, net	2,777	1,907
Cash restricted for investment in property and equipment	200	1,909
Financial assets, at year-end	45,563	60,591
Less those unavailable for general expenditure within one year, due to:		
Board-designated reserves	(35,253)	(45,179)
Net assets restricted for capital improvements	(3,462)	(5,259)
Net assets restricted for specific programs	(540)	(636)
Net assets restricted for future year operations	(1,985)	(1,779)
Financial assets available to meet general expenditures within one year	$ 4,323	$ 7,738

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Note 4—Contributions receivable

Contributions receivable consisted of the following as of December 31 (in thousands):

	2023	2022
Less than one year	$ 2,777	$ 1,907
One year to five years	577	3,454
	3,354	5,361
Less allowance for uncollectible contributions	(315)	(432)
Less discount to net present value	(92)	(79)
	$ 2,947	$ 4,850

Contributions receivable are discounted at rates ranging from 0.36% to 4.89%.

Note 5—Fair value measurements

The following table summarizes the YMCA's major categories of assets measured at fair value on a recurring basis in the statement of financial position, by the ASC 820 valuation hierarchy (as described in Note 1), as of December 31 (in thousands):

	2023			
	Level 1	Level 2	Level 3	Total
U.S. Treasury securities	$ 32,585	$ -	$ -	$ 32,585
Interest rate swap	-	546	-	546
	$ 32,585	$ 546	$ -	$ 33,131

	2022			
	Level 1	Level 2	Level 3	Total
U.S. Treasury securities	$ 25,178	$ -	$ -	$ 25,178
Interest rate swap	-	806	-	806
	$ 25,178	$ 806	$ -	$ 25,984

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Note 6—Property and equipment

Property and equipment consisted of the following as of December 31 (in thousands):

	2023	2022
Land and land improvements	$ 16,559	$ 18,215
Buildings and improvements	156,812	136,289
Equipment and furniture	41,643	44,901
Software	2,446	2,556
Construction in progress	7,894	26,407
	225,354	228,368
Less accumulated depreciation	(101,961)	(108,066)
	$ 123,393	$ 120,302

Construction in progress includes architectural plans, renovations and additions that were underway at several YMCA centers at December 31, 2023 and 2022. The majority of construction in progress at December 31, 2023 relates to the Downtown location.

In December 2021, the YMCA entered into an agreement to sell and redevelop a portion of the Downtown YMCA property at 1010 Church Street, Nashville, Tennessee. The purchase and sale agreement closed on November 30, 2022 and the YMCA recognized a gain on that sale of approximately $25 million, which is reflected in the statements of activities for the year ended December 31, 2022. In connection with the sale transaction, the YMCA has entered into a development agreement with the purchaser to construct a new 53,000-square foot family wellness facility that will be integrated into its existing portion of the facility constructed in 2008.

In March 2021, the YMCA entered into an agreement to sell the Maryland Farms Property at 5101 Maryland Way, Brentwood, Tennessee. The purchase and sale agreement closed on May 25, 2023 and the YMCA recognized a gain on that sale of approximately $9 million which is reflected in the statements of activities for the year ended December 31, 2023.

Note 7—Deferred revenue—government grants and funding arrangements

During the years ended December 31, 2023 and 2022, the YMCA was awarded (in thousands) $8,880 and $20,207, respectively, in funding under the COVID-19 ARPA Child Care and Development Block Grant. The YMCA has recognized (in thousands) $10,382 and $9,872, respectively, under this grant as eligible costs have been incurred, as of December 31, 2023 and 2022. Such amounts are included in government grants and contracts in the statements of activities for the years ended December 31, 2023 and 2022. The remaining $8,832 and $10,334 (in thousands) is reflected as deferred revenue at December 31, 2023 and 2022, respectively. The YMCA has until September 30, 2023 to expend and recognize the funds related to rounds one and two and until September 30, 2024 to expend and recognize the funds related to round 3. Management anticipates refunding a portion of the amounts reflected in deferred revenue to the grantor.

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Note 7—Deferred revenue—government grants and funding arrangements (continued)

During the year ended December 31, 2021, the YMCA received a Paycheck Protection Program ("PPP") loan in the amount (in thousands) of $8,967, which was established under the Coronavirus Aid, Relief, and Economic Security Act and administered by the Small Business Administration ("SBA"). The application for the PPP loan requires the YMCA to, in good faith, certify that economic uncertainty made the loan request necessary to support the ongoing operations in a manner that is not significantly detrimental to the business. The receipt of the funds from the PPP loan and the forgiveness of the PPP loan are dependent on the YMCA having initially qualified for the PPP loan and qualifying for the forgiveness of such PPP loan based on funds being used for certain expenditures such as payroll costs and rent, as required by the terms of the PPP loan. In February 2022, the PPP loan (in thousands) of $8,966, plus accrued interest, was fully forgiven by the SBA and was recognized in grant revenue within the statement of activities for the year ended December 31, 2022.

Note 8—Deferred lease revenue and other

The YMCA maintains a joint occupancy agreement with a nonprofit organization for facility use and maintenance. Under the terms of the joint occupancy agreement, the nonprofit organization has the right to occupy certain space at the Bellevue Family YMCA and J.L. Turner Center for Lifelong Learning until February 28, 2026. The initial agreement required an advance payment (in thousands) of $2,000, of which $1,486 was prepaid rent for the entire initial lease term, and $513 was a prepayment for estimated operational costs and maintenance for approximately 15 years. The remaining unamortized balance of deferred lease revenue for the Bellevue facility totaled (in thousands) $201 and $276 at December 31, 2023 and 2022, respectively, as reflected as deferred lease revenue on the statements of financial position.

Also included in deferred lease revenue and other at December 31, 2022, is $700 (in thousands) the YMCA received from a healthcare provider in connection with a collaboration and facility development agreement that, among other things, was to allow the healthcare provider rights to be the exclusive healthcare partner in selected facilities for an initial term of 10 years. During 2023, this agreement was terminated and the deferred revenue was recognized as a contribution from the third party.

Note 9—Line of credit

The YMCA maintains a line of credit with a financial institution. The line of credit provides for maximum borrowings of $15 million through February 26, 2026. The agreement requires monthly interest payments calculated at the greater of the daily SOFR rate plus 1.30% per annum or 2.30% (6.61% and 5.60% at December 31, 2023 and 2022, respectively) in addition to a fee of 0.25% of the unused principal balance.

Outstanding borrowings on the line of credit totaled $-0- for each of the years ended at December 31, 2023 and 2022. The line of credit contains restrictive covenants and is collateralized by a security interest in two YMCA center facilities and a negative pledge of the YMCA's assets.

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Note 10—Promissory note and bonds payable

On July 1, 2012, the YMCA entered into an agreement with a financial institution to provide up to $57 million in financing through a guaranty and credit qualified tax-exempt loan and up to $15 million in financing (see line of credit discussed in Note 9) through a taxable debt facility. These debt instruments served to refinance substantially all existing debt and provide additional borrowing capacity. The industrial development bond associated with the tax-exempt loan was approved by the Davidson County Industrial Development Board on May 8, 2012. The guaranty and credit agreement contains restrictive covenants and is secured by a negative pledge of the YMCA's real property. The agreement contains a provision to adjust the monthly payment requirement and provide the financial institution the option to call the bonds, with a 90-day notice, on October 1, 2025, October 1, 2030, and October 1, 2035. On April 30, 2020, the guaranty and credit agreement was amended to defer principal payments previously due in May through July 2020. Such deferred payments will be repaid during the years 2022 through 2024.

Notes and bonds payable consisted of the following at December 31 (in thousands):

	2023	2022
Bonds Payable[1]		
2012 Industrial Revenue bonds, face value $57,000 final maturity date of June 1, 2037. Payments toward principal repayment are due monthly. Interest is determined monthly based on SOFR plus a margin. Rates at December 31, 2023 and 2022 were 6.61% and 4.67%, respectively.	$ 32,114	$ 34,070
Promissory Note Payable		
In March 2021, the YMCA entered into an agreement that provides a promissory loan secured by a first lien deed of trust on certain YMCA property with a depreciated value of approximately $6,464 at, December 31, 2022. The loan provided for maximum borrowings of $16,000 to finance construction renovations at YMCA wellness centers. The loan provided for interest at 3% per annum, payable at maturity. The loan matured on May 27, 2023. The YMCA property securing the loan was purchased by the lender at the loan maturity date, with outstanding borrowings applied against the purchase price.	-	15,500
Total notes and bonds payable	$ 32,114	$ 49,570

[1] Effective November 1, 2015, the YMCA entered into a fixed-for-floating interest rate swap agreement with a financial institution in order to lessen exposure to fluctuating interest rates on the bonds. The agreement provides for a 10-year term (maturity of November 1, 2025) and an original notional amount of $46,426. The agreement requires the YMCA to make a monthly interest payment equal to a per annum rate of 2.32% times the current notional amount ($32,113 and $35,138 at December 31, 2023 and 2022, respectively), and the financial institution adjusts monthly interest due from (or payable) to the YMCA based on the difference between the fixed rate and the floating rate for the period (3.06% and 3.17% at December 31, 2023 and 2022, respectively).

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Note 10—Promissory note and bonds payable (continued)

Annual principal maturities and required reimbursement payments of note and bonds payable as of December 31, 2023 are as follows:

Years Ending December 31,		
2024	$	2,027
2025		1,999
2026		2,079
2027		2,159
2028		2,242
Thereafter		21,608
	$	32,114

Note 11—Net assets

Net assets with donor restrictions consist principally of contributions restricted for the following at December 31 (in thousands):

	2023	2022
Capital improvements	$ 3,462	$ 5,259
Grants restricted for specific programs	540	636
Contributions restricted for future year operations	1,985	1,779
	$ 5,987	$ 7,674

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by occurrence of the passage of time or other events specified by donors.

Net assets with board designations for specific purposes are as follows at December 31 (in thousands):

	2023	2022
Earmarked funds	$ 310	$ 5,014
Facility capital reinvestment reserve	4,769	2,257
Debt service reserve	12,547	7,009
Investments and cash set aside for specific purposes	35,172	43,131
	$ 52,798	$ 57,411

Note 12—Commitments and contingencies

The YMCA has received certain federal and state grants for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could result in disallowance of expenditures, management believes that any required reimbursements would not be significant. Accordingly, no provision has been made for any potential reimbursements to the grantors.

Periodically, the YMCA is involved in legal proceedings, claims, and litigation arising in the ordinary course of business. In the opinion of management, after consultation with legal counsel, the outcome of such legal proceedings, claims, and litigation should not have a material effect on the financial statements.

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Note 13—Concentrations

Concentrations of Credit Risk – The YMCA maintains cash balances at financial institutions whose accounts are insured by the Federal Deposit Insurance Corporation ("FDIC") up to statutory limits. During 2023, the YMCA began utilizing IntraFi Cash Services provided by its primary financial institution in order to divide deposits into depository accounts in amounts under $250 (in thousands), making such eligible for FDIC insurance. As of December 31, 2023 and 2022, the YMCA's depositor accounts exceeded FDIC insurance limits by approximately (in thousands) $-0- and $45,531, respectively.

The YMCA utilizes various investment instruments. Investment securities, in general, are exposed to various risks, such as interest rate, credit, and overall market volatility. Due to the level of risk associated with certain investment securities, it is reasonably possible that changes in the values of investment securities will occur in the near term and such changes could materially affect the amounts reported in the statements of financial position.

Note 14—Employee benefit plans

The YMCA participates in a defined contribution, individual account, and money purchase retirement plan which is administered by the Young Men's Christian Association Retirement Fund (a separate corporation) (the "Retirement Fund"). This plan is for the benefit of all eligible professional and nonprofessional staff of duly organized and reorganized YMCAs throughout the United States.

Contributions to the plan by employees and employer YMCAs are based on a percentage of the participating employees' salaries. Employer contribution rates were 10% for the years ended December 31, 2023 and 2022. Total contributions to the plan by the YMCA, which are included in employee benefits in the accompanying statements of functional expenses amounted to (in thousands) $2,160 and $2,194 for the years ended December 31, 2023 and 2022, respectively.

The Retirement Fund is operated as a church pension plan and is a nonprofit, tax-exempt New York State corporation. As a defined contribution plan, the Retirement Fund has no unfunded benefit obligations.

Note 15—Related party transactions and related entities

The YMCA purchases insurance, contracts for marketing services, law services, construction services, and architectural services from entities in which certain board members are affiliated. The total of such expenditures approximated (in thousands) $322 and $342 in 2023 and 2022, respectively.

The YMCA Foundation of Middle Tennessee (the "YMCA Foundation") was formed to establish a sustaining means of support, using its income primarily for the benefit of the YMCA. The YMCA has representation on the YMCA Foundation's Board of Directors but does not have a majority voting interest. The YMCA Foundation receives donor-designated funds and also makes grants to other nonprofit organizations. For the year ended December 31, 2023, the YMCA Foundation paid out total grants (in thousands) of $674 ($496 in 2022), of which $673 ($495 in 2022) was paid to the YMCA and included in grant revenues.

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Note 15—Related party transactions and related entities (continued)

A condensed summary of financial information of the YMCA Foundation as of and for the years ended December 31 follows (in thousands):

	2023	2022
Total assets	$ 15,016	$ 12,451
Total liabilities	523	502
Net assets	$ 14,493	$ 11,949
Net assets:		
Without donor restrictions	$ 12,370	$ 10,878
With donor restrictions	2,123	1,071
Total net assets	$ 14,493	$ 11,949
Total support and revenue, including realized and unrealized gains (losses) on investments of $1,700 in 2023 and $(1,626) in 2022, respectively	$ 3,358	$ (778)
Total expenses	$ 815	$ 609
Resources held for the benefit of the YMCA	$ 14,485	$ 11,943

Note 16—Leases

The YMCA is obligated under several noncancelable operating leases for office space, equipment, and vehicles that expire at various dates through 2028. The YMCA determines whether a contract contains a lease at inception by determining if the contract conveys the right to control the use of identified property or equipment for a period of time in exchange for consideration. The YMCA has lease agreements with lease and non-lease components, which are generally accounted for separately with amounts allocated to the lease and non-lease components based on relative stand-alone prices.

The ROU assets and lease liabilities are recognized at the commencement date based on the present value of the future minimum lease payments over the lease term. Renewal and termination clauses are factored into the determination of the lease term if it is reasonably certain these options would be exercised by the YMCA. Lease assets are amortized over the lease term unless there is a transfer of title or purchase option reasonably certain of exercise, in which case the asset life is used. Certain of YMCA's lease agreements include variable payments. Variable lease payments not dependent on an index or rate primarily consist of common area maintenance charges and are not included in the calculation of the ROU asset and lease liability and are expensed as incurred. In order to determine the present value of lease payments, the YMCA uses the implicit rate when it is readily determinable. As most of the YMCA's leases do not provide an implicit rate, management uses the risk-free discount rate based on the information available at lease commencement to determine the present value of lease payments.

The YMCA's lease agreements do not contain any material residual value guarantees or material restrictive covenants. The YMCA does not have leases where it is involved with the construction or design of an underlying asset. The YMCA has no material obligation for leases signed but not yet commenced as of December 31, 2023. The YMCA does not have any material sublease activities.

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Note 16—Leases (continued)

Practical Expedients Elected:

- The YMCA elected the three transition practical expedients that permit an entity to (a) not reassess whether expired or existing contracts contain leases, (b) not reassess lease classification for existing or expired leases, and (c) not consider whether previously capitalized initial direct costs would be appropriate under the new standard.

- The YMCA has elected the practical expedient not to recognize leases with terms of 12 months or less on the statement of financial position and instead recognize the lease payments on a straight-line basis over the term of the lease and variable lease payments in the period in which the obligation for the payments is incurred. Therefore, the YMCA's short-term lease expense for the period reflects the YMCA's ongoing short-term lease commitments. Lease expense for such short-term leases was not material for the years ended December 31, 2023 and 2022.

- The YMCA has elected to utilize the risk-free discount rate to calculate lease assets and liabilities.

- The YMCA has elected to account for lease and non-lease components as a single component.

Classification of right-of-use assets and lease liabilities as of December 31 are as follows (in thousands):

Leases	Balance Sheet Classification	2023	2022
Assets:			
Operating right-of-use assets	Operating lease assets, net	$ 588	$ 554
Total lease assets		$ 588	$ 554
Liabilities:			
Current:			
Operating lease liabilities	Current portion of operating lease liability	$ 170	$ 366
Noncurrent:			
Operating lease liabilities	Operating lease liability, net of current portion	424	192
Total lease liabilities		$ 594	$ 558

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Note 16—Leases (continued)

Future minimum lease payments as of December 31, 2023 is as follows (in thousands):

Maturity Analysis	Operating
2024	$ 188
2025	139
2026	119
2027	116
2028	80
Total undiscounted cash flows	642
Less present value discount	(48)
Total lease liabilities	$ 594

Required supplemental information relating to the YMCA's leases for the year ended December 31 is as follows:

	2023	2022
Lease expense:		
Operating lease expense	$ 402	$ 352
Cash flow information:		
Cash paid for amounts included in measurement of lease liabilities:		
Operating cash flows from operating leases	$ 395	$ 346
Lease assets obtained in exchange for lease liabilities:		
Operating leases	416	897
Lease term (in years) and discount rate:		
Weighted-average remaining lease term in years for operating leases	4.07	2.21
Weighted-average discount rate for operating leases	3.57%	2.32%

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE

COMPLIANCE REPORTING

As of and for the Year Ended December 31, 2023

Cherry Bekaert LLP
Your Guide Forward

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
ROSTER OF BOARD OF DIRECTORS AND EXECUTIVE STAFF

Board of Directors
(As of December 31, 2023)

Lawson Allen, Chair
Tony Wall, Chair-Elect
Decosta Jenkins, Treasurer
David Wilds, Assistant Treasurer
Jacky Akbari, Board Member
Frazier Allen, Board Member
Kelvin Ault, Board Member
H. Lee Barfield II, Board Member
Leilani Boulware, Board Member
Trudy Carpenter, Board Member
Jonathan Cole, Board Member
Stephanie Coleman, Board Member
Florence Davis, Board Member
Hannah Davis, Board Member
Marty Dickens, Board Member
Jack Elisar, Board Member
Jimmy Granbery, Board Member
Steve Greene, Board Member
Kristy Hairston, Board Member
Michael Harris, Board Member
Lauren Herring, Board Member
Dr. Phyllis Hildreth, Board Member
Bob Hines, Board Member
Chip Howorth, Board Member
Tee Isenhour, Board Member
Walter Knestrick, Board Member
Ronald F. Knox, Jr., Board Member
Howard Lamar, Board Member
Katherine Louw, Board Member
Bryan Mayhood, Board Member
Lee O'Dell, Board Member
Brandon Oliver, Board Member
Troy Powell, Board Member
Dexter Samuels, Board Member
Bobby Seda, Board Member
Pam Stewart, Board Member
Brian Taylor, Board Member
Caroleen Wilkes, Board Member
William M. Wilson, Board Member
Liz Wilson, Board Member
Carol Yochem, Board Member
Stephen Young, Board Member

Executive Staff
(As of December 31, 2023)

John Mikos, Chief Executive Officer
Jessica Fain, Chief Strategy Officer
David Shipman, Chief Operating Officer
Marcy Towns, Chief Financial Officer
Julie Sistrunk, Chief Development Officer
LaTisha Steele, Chief Growth Officer
David Abbott, Senior Vice President of Technology
Tia Sydnor, Vice President of Diversity, Equity, and Inclusion
Jill Tramel, Senior Vice President of Youth Development
Rebecca Walker, Senior Vice President of People Services
Mylica Cathey, Vice President of HR, YD
Leita Harden, Vice President of HR, WFD
Rhonda Chadwick, Vice President of HRIS
Ted Cornelius, Executive Director—Tennessee State Alliance of YMCAs
David Kirsch, Vice President of Member Experience
Walker Schul, Controller
Keith Russell, Vice President of Marketing
Dori Gorman, Chaplain

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE

YEAR ENDED DECEMBER 31, 2023

Grant Description	Assistance Listing Number	Grantor's Number	Expenditures	Expenditures to Subrecipients
Federal Awards:				
U.S. Department of Agriculture				
Passed through State of Tennessee Department of Human Services				
Child and Adult Care Food Program (CACFP):				
Margaret Maddox Family YMCA	10.558	00083	$ 5,428	$ -
School Age Services	10.558	00083	471,402	-
School Age Services	10.558	00083	137,530	-
Total 10.558			614,360	-
Passed through State of Tennessee Department of Human Services				
Summer Food Service Program for Children (SFSP):				
School Age Services	10.559	00083	123,015	-
Total Child Nutrition Cluster			123,015	-
Total U.S. Department of Agriculture			737,375	-
U.S. Department of Housing and Urban Development				
Passed through Metropolitan Development and Housing Authority				
Community Development Block Grant:				
Youth Enrichment Initiatives	14.218	N/A	12,500	-
Total U.S. Department of Housing and Urban Development			12,500	-
U.S. Department of Health and Human Services				
Passed through State of Tennessee Department of Human Services				
COVID-19 ARPA Child Care and Development Block Grant				
School Age Services Fun Company	93.575	N/A	7,243,312	-
COVID-19 ARPA Child Care and Development Block Grant				
School Age Services Fun Company	93.575	N/A	737,296	-
COVID-19 ARPA Child Care and Development Block Grant				
School Age Services Fun Company	93.575	N/A	2,402,312	-
Passed through Community Foundation of Middle Tennessee				
Child Care and Development Block Grant	93.575	N/A	8,113	-
Total U.S. Department of Health and Human Services			10,391,033	-

See Notes to the Schedule of Expenditures of Federal Awards and State Financial Assistance

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE (CONTINUED)

YEAR ENDED DECEMBER 31, 2023

Grant Description	Assistance Listing Number	Grantor's Number	Expenditures	Expenditures to Subrecipients
U.S. Centers for Disease Control and Prevention				
Passthrough Meharry Medical College:				
Tennessee COVID-19 Health Disparities	93.391	N/A	$ 54,907	$ -
Total U.S. Centers for Disease Control and Prevention			54,907	-
U.S. Department of Education				
Passthrough University of Texas at Austin:				
A Replication Study to Examine the Efficacy of Sound Partners	84.305	202102235001AWD	12,209	-
Total U.S. Department of Education			12,209	-
Total Expenditures of Federal Awards			**$ 11,208,024**	**$ -**
State Awards:				
State of Tennessee Department of Finance and Administration				
CCE Appropriation	n/a	n/a	$ 25,000	$ -
Statewide YCAP	n/a	n/a	350,000	-
Total State of Tennessee Department of Finance and Administration			375,000	-
Total Expenditures of State Financial Assistance			**$ 375,000.00**	**$ -**
Total Expenditures of Federal Awards and State Financial Assistance			**$ 11,583,024**	**$ -**

See Notes to the Schedule of Expenditures of Federal Awards and State Financial Assistance

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE

NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE

YEAR ENDED DECEMBER 31, 2023

Note 1—Basis of accounting

The schedule of expenditures of federal awards and state financial assistance (the "Schedule") is prepared on the accrual basis of accounting. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations,* Part 200*, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of Young Men's Christian Association of Middle Tennessee (the "YMCA"), it is not intended to, and does not, present the financial position, changes in net assets, or cash flows of the YMCA.

Note 2—Basis of presentation

The accompanying Schedule depicts the expenditures of the federal and state awards. The Child and Adult Care Food Program for Contract No. 10.558 and Summer Food Service Program for Children Contract No. 10.559 are fixed, per diem rate contracts.

Note 3—Indirect cost allocation rate

The YMCA did not elect to use the 10% de minimis indirect cost rate; however, no indirect costs were allocated to the awards during 2023.

Note 4—Noncash awards

The YMCA did not receive noncash federal awards during the year ended December 31, 2023.

Note 5—Subrecipients

The Organization did not have expenditures to subrecipients during the year ended December 31, 2023.

Note 6—Contingencies

These programs are subject to financial and compliance audits by grantor agencies. The amount, if any, of expenditures that may be disallowed by the grantor agencies cannot be determined at this time, although the YMCA expects such amounts, if any, to be immaterial.

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Cherry Bekaert
Your Guide Forward

Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Board of Directors
Young Men's Christian Association of Middle Tennessee
Nashville, Tennessee

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Young Men's Christian Association of Middle Tennessee (the "YMCA") (a nonprofit organization), which comprise the statement of financial position as of December 31, 2023 and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 21, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the YMCA's internal control over financial reporting ("internal control") as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the YMCA's internal control. Accordingly, we do not express an opinion on the effectiveness of the YMCA's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the YMCA's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the YMCA's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the YMCA's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Cherry Bekaert LLP

Nashville, Tennessee
June 21, 2024

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Cherry Bekaert
Your Guide Forward

Report of Independent Auditor on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance

To the Board of Directors
Young Men's Christian Association of Middle Tennessee
Nashville, Tennessee

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the Young Men's Christian Association of Middle Tennessee's (the "YMCA") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the YMCA's major federal programs for the year ended December 31, 2023. YMCA's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the YMCA complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Our responsibilities under those standards and the Uniform Guidance are further described in the *Auditor's Responsibilities for the Audit of Compliance* section of our report.

We are required to be independent of the YMCA and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the YMCA's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the YMCA's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the YMCA's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the YMCA's compliance with the requirements of each major federal program as a whole.

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In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the YMCA's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the YMCA's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the YMCA's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the *Auditor's Responsibilities for the Audit of Compliance* section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and, therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be significant deficiencies.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2023-001 and 2023-002 to be significant deficiencies.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on YMCA's response to the internal control over compliance findings identified in our compliance audit described in the accompanying schedule of findings and questioned costs. YMCA's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

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The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the YMCA as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the YMCA's basic financial statements. We have issued our report thereon dated, June 21, 2024, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards and state financial assistance is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and state financial assistance are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Cherry Bekaert LLP

Nashville, Tennessee
June 21, 2024

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED DECEMBER 31, 2023

Section I – Summary of Audit Results

Financial Statement Section

Type of auditor's report issued on whether financial statements were prepared in accordance with U.S. GAAP:	Unmodified			
Internal control over financial reporting:				
Material weakness(es) identified?		Yes	x	No
Significant deficiency(ies) identified?		Yes	x	None Reported
Noncompliance material to financial statements noted?		Yes	x	No

Federal Awards

Internal control over major programs:				
Material weakness(es) identified?		Yes	x	No
Significant deficiency(ies) identified?	x	Yes		None Reported
Type of auditor's report on compliance for major programs:	Unmodified			
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?		Yes	x	No

Identification of Major Programs

Name of Federal Program or Cluster	Assistance Listing Number(s)
COVID-19 ARPA Child Care and Development Block Grant	93.575
Child Care and Development Block Grant	93.575

Dollar threshold used to distinguish between type A and type B programs	$ 750,000			
Auditee qualified as low-risk auditee?	x	Yes		No

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Section II – Financial Statement Findings

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

There were no findings required to be reported in accordance with *Government Auditing Standards*.

Section III – Federal Award Findings and Questioned Costs – Major Federal Awards

This section identifies the significant deficiencies, material weaknesses, and material instances of non-compliance, including questioned costs, as well as any material abuse findings, related to the audit of major programs, as required to be reported by 2 CFR 200.516(a).

Finding 2023-001 – Significant Deficiency in Internal Controls over Allowable Costs (Payroll) – COVID-19 ARPA Child Care and Development Block Grant – 93.575

Criteria: The Young Men's Christian Association ("YMCA") is responsible for establishing and properly implementing controls over compliance with the grant requirements regarding allowable costs, including payroll applied to the grant.

Condition: During the audit, we noted insufficient evidence of the performance of controls related to the review and approval of information on employee time sheets and pay rates for 2021.

Cause: During the last quarter of the year ended December 31, 2021, the YMCA transitioned from its previous external payroll processing company to another external payroll processing company. The evidence of the performance of the controls related to the review and approval of information on employee time sheets and pay rates for 2021 was not retained after the transition.

Effect: The YMCA is not able to produce documentation that the internal controls implemented are operating effectively.

Recommendation: YMCA management should strengthen its controls related to the review and approval of information on employee time sheets and pay rates including proper evidence is maintained of the control over compliance with allowable cost requirements, related to payroll.

Management's Response: We agree with the finding and have implemented procedures to ensure established controls are being followed and evidenced appropriately for 2023.

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Section III – Federal Award Findings and Questioned Costs – Major Federal Awards (continued)

Finding 2023-002 – Significant Deficiency in Internal Controls over Reports Submitted to Grantors – Child Care and Development Block Grant – 93.575

Criteria: The Young Men's Christian Association ("YMCA") is responsible for establishing and properly implementing controls over compliance with financial reporting on a periodic basis.

Condition: During the audit, we noted no evidence of the performance of controls related to the review of reports required to be submitted to grantors for the period July 1, 2023 through December 31, 2023.

Cause: During the last two quarters of the year ended December 31, 2023, the YMCA grants management team began reviewing grant reports and verbally discussing them before submission to the grantor. No evidence of the performance of the controls related to the review and approval of the reports to be submitted to the grantor was retained.

Effect: The YMCA is not able to produce documentation that the internal controls implemented are operating effectively.

Recommendation: YMCA management should strengthen its controls related to the review and approval of information on grant reporting ensuring that proper evidence is maintained of the control over compliance with financial reporting requirements.

Management's Response: We agree with the finding and have implemented procedures to ensure established controls are being followed.

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
SCHEDULE OF PRIOR YEAR FINDINGS

YEAR ENDED DECEMBER 31, 2023

A schedule of prior year audit findings is not applicable since there were no prior audit findings.

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YOUNG MEN'S CHRISTIAN ASSOCIATION OF MIDDLE TENNESSEE
CORRECTIVE ACTION PLAN

YEAR ENDED DECEMBER 31, 2023

June 21, 2024

U.S. Department of Health and Human Services

The Young Men's Christian Association of Middle Tennessee ("YMCA") respectfully submits the following corrective action plan for the report dated June 21, 2024.

Name and address of independent public accounting firm:
Cherry Bekaert LLP
222 Second Avenue South, Suite 1240
Nashville, Tennessee 37201

Audit period: January 1, 2023 – December 31, 2023

This findings from the December 31, 2023 schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the schedule.

Section III – Federal Award Findings and Questioned Costs – Major Federal Awards

Finding 2023-001 – Significant Deficiency in Internal Controls over Allowable Costs (Payroll) – COVID-19 ARPA Child Care and Development Block Grant – 93.575

Recommendation: YMCA management should strengthen its controls related to the review and approval of information on employee time sheets and pay rates including proper evidence is maintained of the control over compliance with allowable cost requirements, related to payroll.

***Corrective Action*:** The referenced significant deficiency was due to several factors including, but not limited to system migration from one third party payroll provider to another. For any future system migrations, the evidence of the review and approval of employee time sheets and pay rates will be retained.

***Person Responsible for Corrective Action*:** Chief Financial Officer

***Anticipated Completion Date for Corrective Action*:** The third party payroll provider has transitioned to one more well suited to the needs of the YMCA and management has begun efforts to ensure that the approval of payroll, as captured within the system at the time of processing payroll, will also be retained for future reference, should it be needed. The remaining aspects of the Corrective Action will be immediately implemented in response to the auditor's recommendation.

Finding 2023-002 – Significant Deficiency in Internal Controls over Reports Submitted to Grantors – Child Care and Development Block Grant – 93.575

***Recommendation*:** YMCA management should strengthen its controls related to the review and approval of information on grant reporting ensuring that proper evidence is maintained of the control over compliance with financial reporting requirements.

***Corrective Action*:** Management will ensure that reviews of documents submitted to grantors will be reviewed and documented such that evidence of such reviews will be retained.

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***Person Responsible for Corrective Action*:** Chief Financial Officer

***Anticipated Completion Date for Corrective Action*:** The Corrective Action will be immediately implemented in response to the auditor's recommendation.

If there are questions regarding this corrective action plan, please call Marcy Towns, Chief Financial Officer, at (615) 259-9622.

Sincerely,

Marcy Towns

Marcy Towns
Chief Financial Officer
Young Men's Christian Association of Middle Tennessee

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

INVOICE FOR PAYMENT

Mail or submit via email to: Nashville After Zone Alliance at NPL attn: Teriz Fahmy

615 Church Street

Nashville, TN 37219

Teriz.Fahmy@Nashville.gov

ORGANIZATION NAME		**INVOICE DATE:**			
PROGRAM NAME		**FOR THE PERIOD(S):**			
ADDRESS		**CONTRACT PERIOD**			
CITY, STATE & ZIP		**CONTRACT #:**			L-
FEDERAL ID # (EIN)		**CONTACT PERSON**			
		TELEPHONE # :			
		EMAIL ADDRESS:			

COST CATEGORIES	TOTAL APPROVED BUDGET (note: any changes to the contract Spending Plan must be first approved by Grantor)	Invoice 1 (Up to 50%)	Invoice 2 (Up to 40%)	Invoice 3 (Up to 10%)	COMMENTS
Salaries and Wages	$ -	$ -	$ -	$ -	
Benefits and Taxes	$ -	$ -	$ -	$ -	
Total Personnel Expenses	**$ -**	**$ -**	**$ -**	**$ -**	
Office Supplies	$ -	$ -	$ -	$ -	
Communications	$ -	$ -	$ -	$ -	
Postage and Shipping	$ -	$ -	$ -	$ -	
Occupancy	$ -	$ -	$ -	$ -	
Equipment Rental and Maintenance	$ -	$ -	$ -	$ -	
Printing and Publications	$ -	$ -	$ -	$ -	
Travel/Conferences & Meetings	$ -	$ -	$ -	$ -	
Insurance	$ -	$ -	$ -	$ -	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	$ -	$ -	$ -	$ -	
Afterschool/Summer Transportation					
Field Trips	$ -	$ -	$ -	$ -	
Professional Fees/Enhancement partners	$ -	$ -	$ -	$ -	
Other Non-Personnel	$ -	$ -	$ -	$ -	
Indirect Cost	$ -	$ -	$ -	$ -	
Total Non-personnel	**$ -**	**$ -**	**$ -**	**$ -**	
Grand total	**$ -**	**$ -**	**$ -**	**$ -**	
Total %		**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	

I certify to the best of my knowledge and belief that that above is correct and the amount invoiced is in accordance with the contract conditions and that payment is due and has not be previously paid.

RECIPIENT'S AUTHORIZED SIGNATURE

Name Title Date

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Metro Government of Nashville/Nashville Public Library

NAZA Funds for FY 2026

EXPENDITURE REPORT

NAME		**CONTRACT #:**	
ADDRESS		**START DATE:**	
CITY, STATE & ZIP		**END DATE:**	
		CONTACT PERSON	
FEDERAL ID #		**CONTACT TELEPHONE**	_____ - _____ - _____

NOTE: PLEASE USE THIS SAME TEMPLATE FOR BOTH OF YOUR REPORTS SO THAT ANNUAL ACTUAL EXPENDITURE IS CAPTURED CORRECTLY

COST CATEGORIES	TOTAL APPROVED NAZA BUDGET (OR APPROVED REVISION)	TOTAL ACTUAL EXPENDITURES FOR THE FIRST QUARTER (Due October 15)	TOTAL ACTUAL EXPENDITURES FOR THE SECOND QUARTER	TOTAL ACTUAL EXPENDITURES FOR THE THIRD QUARTER (Due April 15)	TOTAL ACTUAL EXPENDITURES FOR THE 4TH QUARTER (Due July 10)	TOTAL ACTUAL EXPENDITURES FOR THE YEAR)	FOR OFFICE USE: VARIANCE ACTUAL TO BUDGET	FOR OFFICE USE: COMMENTS
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Benefits and Taxes	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Personnel Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Communications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Postage and Shipping	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Occupancy	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Equipment Rental and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Printing and Publications	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Travel/Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Direct youth costs (learning supplies, learning software, programs, games, food, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Afterschool/Summer Transportation	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Professional Fees/Enhancement partners	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Other Non-Personnel	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Indirect Cost	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Total Non-personnel	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	#DIV/0!	

I certify to the best of my knowledge and belief that the above represents total expenditures incurred for the purposes of NAZA programming.

RECIPIENT		(OFFICE ONLY)	
AUTHORIZED SIGNATURE:		**REVIEWER:**	
TITLE		**TITLE**	
DATE	_____ / _____ / _____	**DATE**	_____ / _____ / _____

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NAZA
NASHVILLE AFTER ZONE ALLIANCE

Annex 4: Minimum Standards for NAZA-Funded Partners in 2025-2026

Minimum Organizational Standards

	Standard
1.	Smoking and drug/alcohol use are not allowed on program premises and in programming space.
2.	Policies and protocols are in place so that staff/volunteer verbal and physical interactions with youth are appropriate. For example, staff/volunteers may not be alone with a youth they meet in the program outside of programming time.
3.	If the program provides transportation, there are established policies to transport youth safely, including maintaining and complying with the requirements of auto liability insurance, in compliance with MNPS transportation policies, if appropriate.
4.	There is an emergency management plan in place including procedures for fire drills and natural or other disasters; all staff, youth, and their families are familiar with it. School-based programs reflect the MNPS plan.
5.	Families are informed of procedures related to potential health risks/hazards and to program closure.
6.	Policies are in place to ensure that youth allergies and food restrictions are taken into consideration in food preparation and service.
7.	Procedures are in place for dealing with sick or injured youth during programming time.
8.	Policies allow family members to visit anytime during program hours and engage the staff in private conversation, as appropriate, after program hours.
9.	There is an established program protocol for dealing with disciplinary offenses.
10.	Policies and procedures support regular, positive and respectful communications with families of participating youth.
11.	Staff and volunteers are familiar with their position and responsibilities prior to working with youth and their families
12.	Written job descriptions, work schedules, and employee timesheets are on file.
13.	Program managers assess performance and satisfaction among staff and volunteers, identify needs and facilitate improvement where necessary.

Minimum Operational and Safety Standards

	Standard
14.	At least one person with a current first aid certificate, including CPR, is present at all times.
15.	Staff and volunteers aged 18 and above have undergone a thorough screening and background check. High school volunteers have direct supervision.
16.	Staff have been provided information on how to report any concerns related to child abuse or neglect.

The following will be reviewed *during site visits and compliance checks throughout the year***.**

	Standard
17.	There are no observable safety or health hazards in the program space.
18.	Emergency information on each youth is on file and accessible.
19.	A first aid kit (including basic medical supplies, such as bandages, ointments, etc., to deal with minor cuts, bruises, scrapes, and burns) is readily available.
20.	Program space has adequate security in place.
21.	Staff knows where youth are and what they are doing at all times.
22.	Drinking water is readily available at all times.
23.	The administration ensures that staff keep accurate records of enrollment, attendance and any student disciplinary offenses.
24.	The administration pursues partnerships which enrich their NAZA-funded programming and utilize existing community resources, such as enrichment partners.
25.	Each site completes a fire and emergency drill during the fall and spring semester of their NAZA-funded program.

Minimum Content and Quality Standards

	Standard
26.	Youth have opportunities to learn through project-based or experiential and real-world contexts.
27.	Each program site completes their fall and spring YPQA self-assessment, participates in an improvement plan meeting, and submits an improvement plan on the Weikart Scores Reporter. The site staff have ongoing communication with their paired YPQA Fellow.

Minimum Professional Development Standards

	Standard
28.	Staff and volunteers receive relevant and appropriate training and attend ongoing professional development activities that support their own growth and build more effective program practice. • *Site coordinators and program administrators* must complete YPQA Basics (once) and Intro to PYD (every three years). • NAZA Essential Operations training, which includes Salesforce attendance training, meal review and other logistics, will be conducted once a year for new and returning staff. • All frontline staff must complete Intro to PYD and the NAZA Essential Operations training. • All program staff with access to student school data must take a training on Responsible Use of Data, when offered by NAZA/MNPS.

NAZA
NASHVILLE AFTER ZONE ALLIANCE

Minimum Financial Standards

	Standard
1.	Submit required invoices on designated due dates. Invoices will reflect the payment method of 50%, 40%, and 10%
2.	Present quarterly expenditure report at designated due dates. If applicable, provide financial documents, such as, such as general ledger, payroll information, and anything else that may support expenses.
3.	Formally request budget revision if line item exceeds 10% of the allotted budget amount.

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MNPS/NAZA MOU ATTACHMENT B:

DATA EXCHANGE AND CONFIDENTIALITY SUB-AGREEMENT BETWEEN NASHVILLE PUBLIC LIBRARY ON BEHALF OF NAZA AND YOUTH DEVELOPMENT AGENCIES

This sub-agreement is a subsidiary document to the Data Exchange and Confidentiality Agreement (Attachment A of the MNPS-NPL MOU) effective between Nashville Public Library on behalf of NAZA and NAME OF THE AGENCY. Individual school principals acknowledge this document as the basis of data- sharing with community youth development agencies. This sub-agreement specifies the responsibilities of NAZA and MNPS in enabling access to data-sharing as well as the responsibilities of youth development agencies in using the obtained student data in a responsible way in compliance with MNPS policies and FERPA regulations.

This document details the types of data that youth development agencies will have access to as well as specifies the allowable use of student data accessible to youth development agencies.

Annexed to this document is Attachment BI, the parent consent form that is a required condition for obtaining student school data through NAZA. All agencies accessing student records under MNPS/NPL-NAZA data-sharing agreement must use the annexed form without changes.

Annexed to this document (Attachment B2) is a document explaining FERPA regulations that the providers must refer to when using student data shared with them.

NAZA responsibilities

To enable access to MNPS student data NAZA:

1) Facilitates relationship with the central Data Management Office at MNPS to ensure documents allowing data-sharing are up-to-date.
2) Coordinates with Community Achieves leadership at MNPS to ensure NAZA funded and affiliated partners are invited to Community Achieves partner meetings at schools, are able to access data through CA Coordinators (where possible).
3) Offers program providers unified student attendance management system (in Salesforce) to track program enrollment and attendance including by type of activity and focus on certain skills/growth practices.
4) Supports the training needed for its partners to consistently learn about unpacking student's education data (from schools) as well as understanding the responsible use of data.

S) Shares the data from its unified system with MNPS to match student records and receive reports from **MNPS.**

Data sent data sent from NAZA to MNPS

- Program information and student program enrollment data sent from NAZA to MNPS
  - Program name
  - Session name
  - School ID
  - School name
  - Student number
  - Student start date
  - Student end date
  - Types of activities students engaged in
  - Growth practices focused per program

MNPS Responsibilities

MNPS acknowledges the importance of high quality out-of-school time programs that support school success for many students. NAZA - funded and affiliated partners provide youth development programming aimed at their holistic learning and development. As part of that, partners design certain activities to support youth's academic learning, through homework help, academic enrichments as well as SEL skill building to support their continuous attendance and engagement in their schools.

In support of that, MNPS, through individual schools designated staff member and/or Community Achieves staff and upon receiving student rosters from the programs along with a proof of parent permission for each student, may provide data from the MNPS student information system and the MNPS data warehouse to include data elements identified below:

Elements sent from MNPS to NAZA

- Student identifiers
  - School ID
  - School name
  - Student number
  - Last name
  - First name
  - Middle name
  - Preferred name
  - Birthdate
  - Gender
  - Grade level
  - Address
  - Phone number

Data shared with NAZA through MNPS reporting (aggregate and student identifiable)

- Attendance
  - Unexcused and tardy counts
  - Chronically absent students
  - Quarterly attendance rates by grade level
- Discipline
  - Students with 5+ ISS days
  - Students with 5+ OSS days
  - Expelled students
  - Remanded students
  - Top 10 offenses year to date

- Enrollment
  - # Entries distribution
- At-risk flags
- IEP data
  - Days until IEP eligibility reevaluation
  - Days until new IEP
- Demographics (subgroups summary)
  - Ethnicity
  - Gender
  - Grade level
  - SWD - Students with disabilities
  - ED - Economically disadvantaged
  - ELL- English Language Learners
  - LEP - Limited English Proficiency
- Grades
  - Quarterly percentage of students having at least 1 failing course grade
- Assessments (subject to change)
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - Universal Screener/FAST
  - WIDA ACCESS for English Learners

Partner Responsibilities

1) NAZA partner agencies may seek and receive quarterly school-level data for students who are active in their programs.
2) Agencies must ensure parent consent forms (Attachment Bl) are signed and uploaded in the NAZA data-management system before they can request data from schools on those youth.
3) Agencies must have the school principal initial this agreement in the beginning of each school year to acknowledge the legal basis of the student data sharing before agencies can request individual student data from schools.
4) Partners share active student rosters or individual names of students with the schools to request student data.
5) When requesting data on active students from schools the agencies must attach an indication generated through the NAZA data system that the parent permission has been granted for every student that they are requesting data for.
6) Agencies must ensure the confidentiality of the student individual data, must not report individual data and should use only aggregate data (that suppresses small counts that could identify a student) for reporting or fundraising purposes.
7) Partners can use individual student data to:
   a. Design activities that best support the needs of the enrolled students;

b. Continuously improve the quality of the programs to meet student needs;
c. Focus on skills and practices that help student's learning and development;
d. Facilitate discussions with team or other partners who provide services to the student;
e. Evaluate programs;
f. Comply with funding requirements; compliance

8) For any additional uses of data outside of the stated scope, agencies must request a separate permission from MNPS through NAZA.
9) Partners should destroy the individual student data immediately after the program attendee exists the program or the program term is over.

Mandatory training

All NAZA partner agencies having access to students' school data must complete the following trainings:

1) **Responsible use of data-** which will cover the FERPA regulations, the terms of receiving, storing and destruction of the sensitive student data, as well as requirements and restrictions around reporting of that data. The training will also provide information on required parent permission forms, as well as measures to be taken to avoid any data breach or publication of individual student data.
2) **Understanding education data-** this training will help NAZA partner agencies to understand student data that they receive from schools. The aim is to help partners make meaningful use of school data by understanding how to interpret each data set, especially related to academic achievement (test scores, etc.)

Nashville Public Library/NAZA authorized staff Date

Signature of NAZA-funded or affiliated program staff Date

Acknowledged by School Principal Date

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5. PERFORMANCE MEASURES

NAZA will track the following performance indicators throughout each contract year. Partners will be required to report on these indicators in their annual reports.

Organizational-level Performance Indicators

	NAZA-Established Afterschool Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA proposal.
2.	Of the # of youth projected to be served in NAZA-funded organization's afterschool program, at least 40% will be retained for 60 days or more during the program year.
3.	NAZA-funded organization will follow the YPQI protocols and procedures in a timely manner.
4.	NAZA-funded organization will use the YPQI pre-assessment data to improve programming for spring.
5.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for the 2022-2023 school year was 60.8%.

	NAZA-Established Summer Programming Indicators
1.	NAZA-funded organization will serve at least 90% of the # of youth that it commits to serve in its NAZA contract.
2.	Of the # of youth contracted to be served in NAZA-funded organization's summer program, at least 40% of the youth must be retained for at least 50% of the scheduled programming days.
3.	A percentage of youth enrolled in NAZA-funded organization's NAZA-funded program will complete a youth-level survey at a rate comparable to NAZA-wide average attendance rates. For reference, the attendance rate for Summer 2024 was 84%.

Youth-Level Afterschool Programming Outcomes

	NAZA-Established Afterschool Programming Outcomes
1.	On the youth-level survey, NAZA-funded organization will score an aggregate average (combined across all of its sites) of at least 85% on the youth-level survey—demonstrating that youth respondents report an overall positive experience in their program.
2.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will receiving satisfactory support in areas of their academic development (i.e., *Homework Completion* and *Homework Support, Academic Success, School Connection, Satisfaction,* and *Engagement)* —demonstrating that youth respondents are engaging in activities that enhance their academic skills and committed to learning as a result of participating in their program.
3.	On the youth-level survey, 85% of NAZA-funded organization 's respondent youth will report positive social experiences (i.e., Teamwork, Confidence/ Self-Esteem, DEI- Affirmation, Peer Relationships, Emotion Knowledge, Emotion Management, Emotion Expression, Positive Adult Interactions, and Youth Voice/ Empathy) — demonstrating that youth respondents are experiencing positive relationships in their program.
4.	On the youth-level survey, 85% of NAZA-funded organization's respondent youth will report satisfactory support in the development of social emotional learning and general life skills (i.e. *Work Habits*, *Initiative*, *Problem Solving*/ Persistence, *New Experiences, Peer Interactions, Cultural Connections, Emotion Coaching, Skill-building, Real World Connections, Race Conversations,* and *Encouragement)* — demonstrating that youth gain fundamental skills as a result of participating in their program.
5.	85% of respondent youth in NAZA-funded organization 's afterschool program will report receiving satisfactory support in developing leadership skills (i.e., *Youth Voice* and *Sense of Belonging)* — demonstrating that youth are empowered in their afterschool activities.

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Place Organization/Program Logo Here

YOUTH ENROLLMENT FORM

Afterschool Programming Period:

Fall Semester: September 2 to December 12, 2025
Spring Semester: January 7 to May 8, 2025

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering afterschool programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance for at least one semester.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool programming especially for middle school youth.

Program Name: _____

School Name: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name as found on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This afterschool opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation

(The info below is required for ALL youth to participate in NAZA-funded activities AND ride the MNPS late bus home. If this page is omitted your child will not be able to participate in NAZA activities)

Please circle **Yes** or **No** for **EACH** statement below and **complete the entire form** for your child to participate in NAZA-funded activities and for arrangements of evening transportation, including riding a MNPS late bus home:

Yes No My child rides the school bus to school in the morning.

Yes No I want my child to ride the school bus home from the NAZA-funded afterschool program.
NOTE: If your child is not eligible to ride the morning bus, they will not be able to ride the bus home.

Yes No I or someone I authorize will pick my child up from the NAZA-funded afterschool program each day.

Please list pick up contacts below; only those listed will be allowed to pick up youth

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

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METROPOLITAN NASHVILLE PUBLIC SCHOOLS
2025-2026 NAZA TRANSPORTATION PERMISSION SLIP

The following Permission Slip must be completed and signed by a parent or guardian and returned to the school principal before a Metro School Bus can transport your child to participate in extended day programs at school. The school will forward a copy of this form to the MNPS Dept. of Transportation. The Department of Transportation will need three (3) school days to process this request prior to your child receiving extended day transportation services. **The address must match what the school has on file and your student must be zoned to this school for us to assign them to an evening bus.**

(PLEASE PRINT IF WE CAN'T READ IT WE CAN'T ASSIGN YOUR STUDENT)

Student First Name_____Last_____ID#_____

Student's Address _____Zipcode_____

Is this a new home address (moved in last 6 mos.)? **YES** **NO**

Parent/Guardian's Name _____

Home Phone _____ Emergency Phone _____

SCHOOL STUDENT IS TRANSPORTED FROM: _____ School

Program: (**X**) NAZA Academic and Other Enrichment

My student has permission to ride a Metropolitan Nashville Public Schools School Bus from school to my **student's regular bus stop** to participate in extended school day activities. I understand that my student may be en-route on the school bus in excess of one (1) hour. I understand that transportation services may not be provided for my student if we reside in a parent responsibility zone. I further understand that services will not be provided on early release school days, snow days, or any other day school is not in session. My student and I understand that this service is a **privilege**, and further understand that bus service will be discontinued should the student misbehave or violate school system's safety rules. My student and I have read the attached Bus Rider Rules and agree to abide by them.

Parent/GuardiansSignature_____ Date:_____

NOTE: The school will fax this form to the Transportation office at **(615)256-4490**. The school will keep the original form for their files.

This afterschool opportunity is funded by NAZA

UNIFIED PARENT CONSENT FORM

Student Record Release Permission

Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- School ID
- School name
- Student number
- Last name
- First name
- Middle name
- Preferred name
- Birthdate
- Gender
- Grade level
- Address
- Phone number
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- Number of suspensions (in and out of school)
- Academic achievement data, such as:
  - State summative assessment/TCAP(if administered)
  - Interim benchmark assessment/MAP
  - College and career readiness assessments
  - WIDA ACCESS for English Learners
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.
e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

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I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date

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Place Organization/Program Logo Here

SUMMER YOUTH ENROLLMENT FORM

Summer Programming Period:

Start Date: _____

End Date: _____

(TYPE and Underline Full Name of Organization) is a NAZA- funded organization offering summer programming **free of charge** to youth and parents. This programming cannot **offer a "drop-in option"** and parents and youth must commit to regular attendance.

The Nashville After Zone Alliance (NAZA), is a city-wide out-of-school time partnership between Nashville Public Library, MNPS, Mayor's Office and non-profit providers working together and committed to high quality afterschool and summer programming especially for middle school youth.

Program Name: _____

Program Location: _____

Please fill out all parts of this form & return to school office.

A. Youth Information (Please complete every line below)

STUDENT ID # (If, MNPS Student) _____ Grade: ☐ 5 ☐ 6 ☐ 7 ☐ 8 Gender: _____

Youth name on birth certificate: _____
FIRST LAST

Name you like to be called: _____ Youth Birthdate: _____/_____/_____

Street Address: _____ Zip code: _____

B. Family & Emergency Contact Info

Custodial Parent/Guardian:

Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

Street Address: _____ Zip code: _____

Alternate Contact for Emergencies:

Name: _____

Relationship: _____ Home or Cell Phone #: _____

This summer programming opportunity is funded by NAZA

C. Medical Information (Please complete the lines below and include as much information as possible)

Medicines: YES NO **Allergies or Food Restrictions?** YES NO

Physical restrictions: YES NO **Additional illnesses/conditions?** YES NO

If you circled "YES" on any of the above, please give us details so we can care for your child properly:

Does your child have medical insurance? **YES or NO** (please circle)

If yes, please complete insurance information below; if no please list a preferred hospital:

Preferred hospital if your child needs medical care: _____

Primary Doctor**:** _____ Doctor Phone: _____

Health Insurance Company Name: _____ Policy #: _____

D. Transportation Info

The info below is required for ALL youth to participate in NAZA-funded summer activities. If this page is omitted your child will not be able to participate in NAZA activities.

Please list pick up contacts below; only those listed will be allowed to pick up youth:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

This summer programming opportunity is funded by NAZA

Docusign Envelope ID: 263F204B-EC6A-47E2-A0B9-44F0D04B7135

UNIFIED PARENT CONSENT FORM (General Permissions)

Child's Name: _____

Student Record Release Permission
Nashville After Zone Alliance (NAZA) partner agencies, receive information from Metro Nashville Public Schools (MNPS) about the students that are enrolled in NAZA-funded or affiliated programs. The programs utilize personally identifiable information (PII) from student's school records to plan and provide high quality after school programming for your student. Information that is deemed as part of the student's school record is listed below:

- First, Last, & Middle Name
- Preferred Name
- Gender
- Grade Level
- Student ID
- Address
- Phone Number
- English Learner Status
- IEP Status (Presence of an IEP, and dates that indicate if a new IEP is due)

Note: MNPS will not share any additional information about your child's IEP. The parent/guardian is the only person(s) allowed to disclose any additional information about the IEP.

- Daily Attendance record
- # of suspensions (in and out of school)
- Academic achievement data
  - State TCAP Assessment scores
  - MAP assessment scores
  - Class grades
- Access to devices (computer, tablet) and internet at home

The information will be treated as confidential in agreement with the Family Educational Rights and Privacy Act (FERPA), will not be released to any other parties that are neither associated nor affiliated with NAZA, and will be used for the sole purposes to continue providing high quality after school programming to your child. NAZA personnel and its partners will be properly trained to protect your student's Personally Identifiable Information (PII). Any PII that has been collected and maintained by NAZA partner agencies will be permanently destroyed at the end of the academic year.

Additional Permissions
I give my permission to the Nashville After Zone Alliance and its funded providers, unless otherwise noted in the space below:

a. To have my child participate in NAZA-funded programs and activities at my child's school as well as other off-site locations throughout the NAZA system, as specified in this enrollment form, knowing that this might include special activities, such as off-site events, end-of-year celebrations, homework/academic help, and field trips, and realizing that some of these may take place outside of regular program hours.
b. With the medical information provided in the program application in mind, to engage in all activities except as noted.
c. To secure proper medical treatment for my child in the event of an emergency. If I or my emergency contact cannot be reached, I give permission for a physician to order routine tests and treatment for the health of my child. I give permission to a physician to secure treatment and/or hospitalize my child; after all emergency contact attempts have been made.
d. To provide assistance in accessing devices and internet services when presented as a barrier for my child to participate in afterschool and summer programs.

This summer programming opportunity is funded by NAZA

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e. To use in media releases to benefit NAZA and its funded providers, photographs, creative work, quotes, videos, or other media which may include my child.

I, the undersigned, understand, acknowledge, and agree:

- That I have read and understand the information provided in the Parent Consent Form.
- That I will update any information I provided about my student in a timely fashion.
- That NAZA-funded and affiliated providers will request my child's records that may contain personal information (share demographics, grades, assessment, attendance, behavior/suspensions, IEPs and information about access to technology and internet at home) for the sole purpose of helping my child succeed in school and beyond.
- I therefore waive, with respect to these disclosures, any duty of confidentiality arising from Federal or State requirements.
- That participation in NAZA-funded programs and providing information about my child may involve certain risks. I assume all of these risks.
- That NAZA-funded providers will make themselves available to children, parents, and school staff and any concerns they might have.
- That NAZA-funded providers will protect the safety, interests, and rights of all individuals in the program. Therefore, each program will provide a parent/youth handbook or other program-specific information, including behavior policies and grievance procedures.
- That my child may be asked to complete surveys regarding the program for evaluation purposes.
- That I will not seek to hold NAZA or its funded providers responsible for any losses or damages whatsoever which I or my child may incur in connection with NAZA or its funded providers.
- That all program staff are employed by NAZA-funded providers, who are responsible for the operations of the program and supervision of their personnel. NAZA takes no responsibility for these operations or supervision.

I, the parent or legal guardian, give consent for Metro Nashville Public Schools to share my child's information, as described above, with NAZA staff and its funded and affiliated partners for the purpose of planning and providing high quality afterschool programming to my child. I fully release and discharge MNPS and its employees from any and all liabilities arising out of or in connection with the above described data sharing relative to NAZA and NAZA partners. I reserve the right to withdraw my consent at any time by submitting a written notice of withdrawal of consent to NAZA or its partner.

_____

Signature Custodial Parent/Guardian Date

_____

Signature of NAZA-funded or affiliated program staff Date