
GRANT SUMMARY SHEET

Grant Name: Wishing Chair Productions 24

Department: PUBLIC LIBRARY

Grantor: NASHVILLE PUBLIC LIBRARY FOUNDATION

**Pass-Through Grantor
(If applicable):**

Total Award this Action: \$37,500.00

Cash Match Amount \$0.00

Department Contact: Linda Harrison - Assistant Director for Education and Literacy
862-5776

Status: CONTINUATION

Program Description:

NPL houses Wishing Chair Productions that produce on going Puppet Show programming as part of our Education and Literacy division. Part of the Wishing Chair Production team provide Education Outreach by manning a mobile puppet truck that take the various shows to daycare centers, elementary schools and Headstart facilities.

Plan for continuation of services upon grant expiration:

NPL does not expect to fund this initiative with local funding. The result of the grant will be ongoing support for a teen volunteer corps that requires no further funding.

Grants Tracking Form

Part One

Pre-Application <input type="radio"/>		Application <input type="radio"/>		Award Acceptance <input checked="" type="radio"/>		Contract Amendment <input type="radio"/>	
Department	Dept. No.	Contact			Phone	Fax	
PUBLIC LIBRARY	039	Linda Harrison - Assistant Director for Education and Literacy			862-5776	880-2119	
Grant Name:	Wishing Chair Productions 24						
Grantor:	NASHVILLE PUBLIC LIBRARY FOUNDATION			Other:			
Grant Period From:	07/01/23	(applications only) Anticipated Application Date:					
Grant Period To:	06/30/24	(applications only) Application Deadline:					
Funding Type:	FOUNDATION	Multi-Department Grant		<input type="checkbox"/> → If yes, list below.			
Pass-Thru:		Outside Consultant Project:		<input type="checkbox"/>			
Award Type:	OTHER	Total Award:		\$37,500.00			
Status:	CONTINUATION	Metro Cash Match:		\$0.00			
Metro Category:	Est. Prior.	Metro In-Kind Match:		\$0.00			
CFDA #		Is Council approval required?		<input checked="" type="checkbox"/>			
Project Description:			Applic. Submitted Electronically?		<input type="checkbox"/>		
<p>NPL houses Wishing Chair Productions that produce on going Puppet Show programming as part of our Education and Literacy division. Part of the Wishing Chair Production team provide Education Outreach by manning a mobile puppet truck that take the various shows to daycare centers, elementary schools and Headstart facilities.</p>							
Plan for continuation of service after expiration of grant/Budgetary Impact:							
NPL does not expect to fund this initiative with local funding. The result of the grant will be ongoing support for a teen volunteer corps that requires no further funding.							
How is Match Determined?							
Fixed Amount of \$		or		% of Grant		Other: <input type="checkbox"/>	
Explanation for "Other" means of determining match:							
For this Metro FY, how much of the required local Metro cash match:							
Is already in department budget?					Fund	Business Unit	
Is not budgeted?					Proposed Source of Match:		
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)							
Other:							
Number of FTEs the grant will fund:			1.54	Actual number of positions added:		3.00	
Departmental Indirect Cost Rate			20.23%	Indirect Cost of Grant to Metro:		\$7,586.25	
*Indirect Costs allowed? <input type="radio"/> Yes <input checked="" type="radio"/> 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? <input type="checkbox"/>							
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	FY24	\$0.00	\$0.00	\$37,500.00	\$0.00		\$0.00	\$37,500.00	\$7,586.25	\$0.00
Yr 2	FY__									
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
Total		\$0.00	\$0.00	\$37,500.00	\$0.00		\$0.00	\$37,500.00	\$7,586.25	\$0.00
Date Awarded:			12/12/23	Tot. Awarded:		\$37,500.00	Contract#:		LETTER	
(or) Date Denied:				Reason:						
(or) Date Withdrawn:				Reason:						

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

JP

GRANT LETTER
Public Library Wish Chair Productions Grant

Section 1. **Grant.** The Nashville Public Library Foundation, a nonprofit corporation exempt from federal income tax under Section 501©(3) of the Internal Revenue Code of 1986, as amended (the “Code”), intends to make a gift to the Metropolitan Government of Nashville and Davidson County, acting by and through the Metropolitan Library Board, (the “Charity”), a municipal corporation, exempt from federal income tax, an amount of Thirty Seven Thousand Five Hundred Dollars (\$37,500) in the manner, and subject to the terms, as hereinafter provided.

Section 2. **Grant Term.** This grant shall be effective for the period commencing on July 1, 2023 and ending June 30, 2024. The Foundation shall have no obligation for services rendered by the Library which are not performed within the specified period.

Section 3. **Payment of Grant.** The Foundation intends to pay the Grant to the Charity in two (2) installments. The first installment to be paid within a reasonable time following receipt of a signed Grant Letter for the first part of the fiscal year. The second installment at the end of the fiscal year once final payroll for the grant is complete.

Section 4. **Purpose of Grant.** The Charity agrees to use the Grant solely for the Charity’s Wishing Chair Productions by providing but not limited to puppeteers that help with Education Outreach by providing Puppet Shows to daycare centers, elementary schools and Headstart facilities. See Attachment A.

Section 5. **Prohibited Activities.** The Charity agrees that no portion of the Grant shall be used for activities that are prohibited to organizations exempt from federal income tax, including, without limitation, attempting to influence legislation, lobbying, or the participation or intervention in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 6. **Confirmation of Good Standing with State Government.** The Charity confirms that it is in good standing with appropriate governmental agencies located within the state of the Charity’s organization and any state in which the Charity is, or intends to, conduct its activities. If requested by the Foundation, the Charity shall provide written evidence of its good standing. The Charity agrees that is shall immediately notify the Foundation of any change in the Charity’s good standing, including the initiation of any proceeding, investigation, audit or inquiry, of which the Charity is a party.

Section 7. **No Detrimental Reliance: Failure to Comply.** The Charity agrees that the Grant does not constitute an enforceable gift for which the Charity has paid consideration or upon which the Charity shall rely to its detriment. Further, the Charity agrees that the Foundation has no legal obligation to pay the Grant to the Charity, and that the Foundation may, for any reason, suspend or cease payments of the Grant to the Charity, as may be determined by the Foundation.

Section 8. Enforceability of Terms of Gift. If the Foundation pays a portion or all the Grant to the Charity, the Foundation reserves the right to enforce the terms and conditions of the Grant as provided in this instrument, including requiring the Charity to use the Grant solely for the purposes described in Section 4. The Charity agrees that the Foundation's right to enforce the terms and conditions of the Grant includes the right to demand the refund of any portion of the Grant actually paid to the Charity by the Foundation, upon which demand, the Charity shall have ten (10) business days to comply.

Section 9. No Joint Venture. The parties agree that the Foundation and the Charity are not partners or joint venturers with respect to each other, and the nothing contained herein shall be construed to make the Foundation and the Charity partners or joint venturers or to impose upon either party any liabilities as such.

Section 10. Indirect Cost. No indirect cost allowable. All funds are to be program direct.

Acknowledged and agreed to this 5th day of Dec, 2023

[Signature]
Nashville Public Library Foundation

12/5/23
Date

[Signature]
Chair, Library Board of Trustees
Nashville Public Library

1/31/24
Date

**SIGNATURE PAGE
FOR
Public Library Wish Chair Productions GRANT**

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

**METROPOLITAN GOVERNMENT OF
NASHVILLE AND DAVIDSON COUNTY**



Library Department, Director

12-12-2023

Date

**APPROVED AS TO AVAILABILITY
OF FUNDS:**



Director
Department of Finance

2/16/2024 | 9:26 AM CST

Date

APPROVED AS TO RISK AND INSURANCE:



Director of Insurance

2/16/2024 | 9:51 AM CST

Date

**APPROVED AS TO FORM AND
LEGALITY:**



Metropolitan Attorney

2/16/2024 | 9:50 AM CST

Date

FILED:

Metropolitan Clerk

Date

Attachment A

FY24 Salary and fringe estimates for NPLF positions for grant funding - full year funding

Program	Metro Classification	Months Needed			Salary	Benefits	Total needed for FY23/24
		FY24					
WISH CHAIR	LIB PERFORMING ARTIST	12	P	0.25	11,600	900	12,500
WISH CHAIR	LIB PERFORMING ARTIST	12	P	0.25	11,600	900	12,500
WISH CHAIR	LIB PERFORMING ARTIST	12	P	0.25	11,600	900	12,500
0.75					34,800	2,700	37,500

Certificate Of Completion

Envelope Id: 676D62FB4C314CBBBA52641539C16764

Status: Completed

Subject: Complete with DocuSign: Library - Wishing Chair Productions 24 Ready.pdf

Source Envelope:

Document Pages: 8

Signatures: 6

Envelope Originator:

Certificate Pages: 15

Initials: 1

Juanita Paulson

AutoNav: Enabled

730 2nd Ave. South 1st Floor

Envelope Stamping: Enabled

Nashville, TN 37219

Time Zone: (UTC-06:00) Central Time (US & Canada)

Juanita.Paulsen@nashville.gov

IP Address: 170.190.198.190

Record Tracking

Status: Original

Holder: Juanita Paulson

Location: DocuSign

2/15/2024 8:25:18 AM

Juanita.Paulsen@nashville.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Metropolitan Government of Nashville and Davidson County

Location: DocuSign

Signer Events**Signature****Timestamp**

Brittany Bryant

brittany.bryant@nashville.gov

Security Level: Email, Account Authentication (None)



Sent: 2/15/2024 8:29:59 AM

Viewed: 2/15/2024 1:47:07 PM

Signed: 2/15/2024 1:48:06 PM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

Electronic Record and Signature Disclosure:

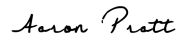
Accepted: 2/15/2024 1:47:07 PM

ID: 49cf39d9-1014-4160-a140-38d444c104ea

Aaron Pratt

Aaron.Pratt@nashville.gov

Security Level: Email, Account Authentication (None)



Sent: 2/15/2024 1:48:08 PM

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Signed: 2/16/2024 7:26:04 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

Electronic Record and Signature Disclosure:

Accepted: 2/16/2024 7:25:48 AM

ID: 36e3b31b-c351-49c6-b82f-0fd6e421c0bd

Kevin Crumbo/mjw

MaryJo.Wiggins@nashville.gov

Security Level: Email, Account Authentication (None)



Sent: 2/16/2024 7:26:06 AM

Viewed: 2/16/2024 9:25:11 AM

Signed: 2/16/2024 9:26:28 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.100

Electronic Record and Signature Disclosure:

Accepted: 2/16/2024 9:25:11 AM

ID: fdfcb4e3-545f-4a80-8c35-d3a6e7cf10d4

Courtney Mohan

Courtney.Mohan@nashville.gov

Security Level: Email, Account Authentication (None)



Sent: 2/16/2024 9:26:30 AM

Viewed: 2/16/2024 9:47:13 AM

Signed: 2/16/2024 9:50:36 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

Signer Events	Signature	Timestamp
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Electronic Record and Signature Disclosure:

Accepted: 2/16/2024 9:47:13 AM
ID: 857eb85e-1f6b-4f69-8506-4f39f86bb93c

Balogun Cobb
balogun.cobb@nashville.gov
Security Level: Email, Account Authentication (None)



Sent: 2/16/2024 9:50:38 AM
Viewed: 2/16/2024 9:51:36 AM
Signed: 2/16/2024 9:51:42 AM

Signature Adoption: Pre-selected Style
Using IP Address: 170.190.198.185

Electronic Record and Signature Disclosure:

Accepted: 2/16/2024 9:51:36 AM
ID: 12c8d40e-f273-4a8d-bd09-ed9d166118f6

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Danielle Godin
Danielle.Godin@nashville.gov
Security Level: Email, Account Authentication (None)

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Sent: 2/16/2024 9:51:44 AM
Viewed: 2/16/2024 10:03:38 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Sally Palmer
sally.palmer@nashville.gov
Security Level: Email, Account Authentication (None)

COPIED

Sent: 2/16/2024 9:51:44 AM

Electronic Record and Signature Disclosure:

Accepted: 2/15/2024 2:42:08 PM
ID: 77d50c16-4325-47e1-8648-3be3522ddf9d

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	2/15/2024 8:29:59 AM
Certified Delivered	Security Checked	2/16/2024 9:51:36 AM
Signing Complete	Security Checked	2/16/2024 9:51:42 AM
Completed	Security Checked	2/16/2024 9:51:45 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure