
GRANT SUMMARY SHEET

Grant Name: NACCHO Implementing Overdose Prevention Strategies at the Local Level 22- 22 Amend 2

Department: HEALTH DEPARTMENT

Grantor: CENTRE OF DISEASE CONTROL

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

Total Award this Action: \$0.00

Cash Match Amount \$0.00

Department Contact: Brad Thompson
340-0407

Status: AMENDMENT

Program Description:

A grant from NACCHO to improve the capacity of Metro to respond to the overdose crisis through partnerships with community agencies. This funding is to be used to implement this goal with the potential to add additional funding and a subsequent year to the grant. Amendment #2 - extends the contract 10 months from July 31, 2023 to May 31, 2024

Plan for continuation of services upon grant expiration:

This is an implementation grant. If successful, it is possible to receive further grant funding.

Grants Tracking Form

Part One

Pre-Application <input type="radio"/> Application <input type="radio"/> Award Acceptance <input type="radio"/> Contract Amendment <input checked="" type="radio"/>					
Department	Dept. No.	Contact		Phone	Fax
HEALTH DEPARTMENT	038	Brad Thompson		340-0407	
Grant Name: NACCHO Implementing Overdose Prevention Strategies at the Local Level 22- 22 Amend 2					
Grantor: CENTRE OF DISEASE CONTROL Other:					
Grant Period From: 02/01/22		(applications only) Anticipated Application Date:			
Grant Period To: 05/31/24		(applications only) Application Deadline:			
Funding Type:	FED PASS THRU	Multi-Department Grant <input type="checkbox"/> If yes, list below.			
Pass-Thru:	NACCHO	Outside Consultant Project: <input type="checkbox"/>			
Award Type:	COMPETITIVE	Total Award: \$0.00			
Status:	AMENDMENT	Metro Cash Match: \$0.00			
Metro Category:	New Initiative	Metro In-Kind Match: \$0.00			
CFDA #	93.421	Is Council approval required? <input checked="" type="checkbox"/>			
Project Description:		Applic. Submitted Electronically? <input checked="" type="checkbox"/>			
A grant from NACCHO to improve the capacity of Metro to respond to the overdose crisis through partnerships with community agencies. This funding is to be used to implement this goal with the potential to add additional funding and a subsequent year to the grant. Amendment #2 - extends the contract 10 months from July 31, 2023 to May 31, 2024					
Plan for continuation of service after expiration of grant/Budgetary impact:					
This is an implementation grant. If successful, it is possible to receive further grant 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:		3.75	Actual number of positions added:		3.60
Departmental Indirect Cost Rate		24.82%	Indirect Cost of Grant to Metro:		\$123,511.82
*Indirect Costs allowed? <input checked="" type="radio"/> Yes <input type="radio"/> No		% Allow. 19.88%	Ind. Cost Requested from Grantor:		\$98,952.12 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	FY22	\$173,899.22						\$173,899.22	\$43,161.79	\$34,579.22
Yr 2	FY23	\$323,731.00						\$323,731.00	\$80,350.03	\$64,372.90
Yr 3	FY									
Yr 4	FY									
Yr 5	FY									
Total		\$497,630.22	\$0.00	\$0.00	\$0.00		\$0.00	\$497,630.22	\$123,511.82	\$98,952.12
Date Awarded:				09/20/22	Tot. Awarded:		\$0.00	Contract#: 2022-010701		
(or) Date Denied:					Reason:					
(or) Date Withdrawn:					Reason:					

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

JP

Modification II to Contract #2022-010701

Modification of Agreement

This Modification of Agreement (“Modification”) is entered into, effective as of the date of the later signature indicated below, by and between the **National Association of County and City Health Officials** (hereinafter referred to as “NACCHO”), with its principal place of business at 1201 (I) Eye Street NW 4th Fl., Washington, DC 20005, and the following Subrecipient, hereinafter referred to as “Subrecipient:”

Metropolitan Government of Nashville & Davidson County	62-0694743
Subrecipient	Federal Tax ID Number
700 Second Ave. South, Ste 205., Address	
Nashville, TN 37201-5007	(615) 340-08602
City, State and Zip	Phone

WHEREAS, the parties entered into Contract # 2022-010701 on the 18th day of April, 2022 which has been amended on the 17th day of November, 2022 (“Agreement”) and,

WHEREAS, the general purposes of the Agreement are unchanged; and

WHEREAS, both parties wish to make modifications to the Agreement, as described below;

THEREFORE, for the mutual consideration described in the Agreement, the parties agree to the modifications below through the signatures of the person(s) who have the authority to bind the parties to the changes in the Modification:

1. Term of Agreement: Article I, Section 2 of the Agreement is modified and shall continue in effect until May 31, 2024, unless earlier terminated in accordance with the terms herein. NACCHO has submitted Year 5 cost extension and expanded authority request to CDC to continue programmatic activities of CDC GRANT #6NU38OT000306-04-01, CFDA #93.421; while waiting for CDC’s acceptance and approval, and in compliance with applicable guidance, federal rules, and regulations, NACCHO reserves the right to exercise clause 6 of this Agreement, when requested by its Primary Funder. Expiration of the term or termination of this Agreement shall not extinguish any rights or obligations of the parties that have accrued prior thereto. The term of this Agreement may be extended by mutual agreement of the parties.
2. Payment of Services: the updated payment schedule is as follows:

Payment of Services: Article I: Special Provisions, Clause 3 of the Agreement is modified to amend payment by NACCHO to Subrecipient for services performed as follows:

Original Contract Amount : \$173,899.22
 Mod I Amount : \$323,731.90
 Mod II Amount : \$0
 Invoice paid up to 6/30/2023 : \$0

Total Contract Award Amount : \$497,631.12
NEW available Contract Amount : \$497,631.12

Updated Invoice Schedule

Invoice No.	Due date	Reimbursement Period
Invoice I	March 31, 2022	February 1, 2022 to March 15, 2022
Invoice II	July 15, 2022	March 15, 2022 to June 30, 2022
Invoice III	August 15, 2022	July 1, 2022 to July 31, 2022
Invoice IV	December 30, 2022	August 1, 2022 to November 15, 2022
Invoice V	April 28, 2023	November 16, 2022 to March 15, 2023
Invoice VI	July 15, 2023	March 16, 2023 to June 30, 2023
Invoice VII	August 15, 2023	July 1, 2023 to July 31, 2023
Invoice VIII	December 30, 2023	August 1, 2022 to November 15, 2022
Invoice IX	April 28, 2024	November 16, 2022 to March 15, 2023
Invoice X	June 30, 2024	March 16, 2023 to May 31, 2024

3. Scope of Work: The Scope of Work attached hereto as Attachment I to the Modification is incorporated into the Agreement and made a part thereof.
4. All other terms and conditions of the Agreement remain unchanged.

IN WITNESS WHEREOF, the persons signing below warrant that they are duly authorized to sign for and on behalf of, the respective parties.

AGREED AND ACCEPTED AS ABOVE:

NACCHO:

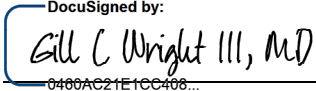
By: Jerome Chester
Jerome Chester (Aug 3, 2023 14:23 EDT)

Name: Jerome Chester

Title: Chief Financial Officer

Date: Aug 3, 2023

SUBRECIPIENT:

By: 
0400AC21E1CC406...

Name: Gill wright III, MD

Title: Director of Health

Date: 8/24/2023

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DocuSigned by:
Gill C Wright III, MD
0460AC21E1CC408...
Director, Metro Public Health Department

8/24/2023
Date

DocuSigned by:
Tené Hamilton Franklin
BEBF0BBF14D1480...
Chair, Board of Health

8/25/2023
Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Kelly Flannery
Director, Department of Finance

9/14/2023 | 8:35 AM CDT
Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb
Director of Risk Management Services

9/14/2023 | 12:10 PM CDT
Date

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan
Metropolitan Attorney

9/14/2023 | 11:53 AM CDT
Date

Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS MODIFICATION OF AGREEMENT– ATTACHMENT I SCOPE OF WORK

Project: Implementing Overdose Prevention Strategies at the Local Level
Awardee: Metropolitan Government of Nashville & Davidson County
Project period: February 01, 2022 - May 31, 2024
Project amount: \$ 497,631.12

Project description

In collaboration with the Centers for Disease Control and Prevention (CDC), the National Association of County and City Health Officials (NACCHO) will partner with Metropolitan Government of Nashville & Davidson County to increase its capacity to respond effectively to the overdose epidemic by working with partners and rolling out evidence-based strategies at the local level. Through July 31, 2023, with funding and technical assistance from NACCHO and CDC, Metropolitan Government of Nashville & Davidson County will be responsible for implementing activities that address their community’s challenges related to drug overdose deaths. NACCHO and Metropolitan Government of Nashville & Davidson County will enter into a formal contract in order to achieve these goals.

The initial contract covered the period from contract start through July 31, 2022. NACCHO and the LHD then modified and re-execute the contract to extend through July 31, 2023 to cover the full initial project period. Due to project delays, NACCHO and the Metropolitan Government of Nashville & Davidson County modify and re-execute the contract to extend through May 31, 2024.

Work Plan

Deliverables for this grant are three-fold: 1) improvement in the capacity of these communities to respond to an overdose crisis through partnerships with community agencies providing targeted naloxone distribution, stigma reduction, and tailored educational material in additional languages, 2) a robust and an enhanced qualitative data system focusing on disproportionately affected populations of the Coptic and African American communities, and 3) amplifying these communities’ authentic voices to determine innovative prevention strategies.

Process Objective 1. Through the deployment of health educators increase number of target community members who can prevent, respond, and engage in addressing SUD & OD related issues in identified communities. (This will include improvement in community capacity to respond to SUD & overdose through partnerships with community agencies, targeted naloxone distribution, stigma reduction, spike alert warnings and tailored educational material in appropriate languages.)

Activities	Lead Person/ Organization	Estimated time frame	Notes
1a. Identify, recruit and onboard Health Educators, ideally from communities to be served.	BHW Program Manager / IOPSL Program Coordinator	Qtr. 2	Team is fully staffed. Recruited staff will be embedded in the communities to be served and work closely with the MPHD Overdose Reduction Response Program.

1b. Gather and/or develop SUD/OD related educational material best suited to addressing the crisis as experienced by each community to the best of our knowledge at this stage.	IOPSLC Coordinator & Team	Qtr. 2-ongoing	Using an existing network of partnerships and identify existing materials. Community partners have been identified. Currently working to translate materials into Arabic to enhance our outreach and education efforts.
1c. Create culturally appropriate OD/SUD messaging, educational talking points, and data trend reports.	IOPSLC Coordinator & ORP Team	Qtr. 2-ongoing	Creation of culturally appropriate materials will happen in collaboration with the communities to be served. All material will be based on national best practices and science. *7/11/23 update: working on translating internal (MPHD) materials into Arabic.
1d. Establish and implement an outreach schedule. Identifying existing meetings, institutions, establishments to offer educational outreach trainings.	IOPSLC Coordinator & ORP Team	Qtr. 2 - ongoing	Using community champions, seek opportunities for outreach and scheduling Town Hall Events to gain insight from community members and those with lived experiences. *7/11/23 update: trainings introduced to the communities include Opioid Overdose Resource Training (Narcan training), Substance Misuse Prevention training for adolescents and young adults, and Prescription Drug Misuse Education (train the trainers using the Catch my Breath curriculum), Question Persuade, Refer (QPR), ACEs, Mental Health First Aid, etc. Joined Opioid Overdose Response CAB organized by Meharry Medical College.
1e. Research analyst to collaborate with the Overdose Reduction and epi team meetings to gain insight and knowledge on other overlapping programs and interventions that can be resources to communities to be served.	BHW Program Manager/ IOPSLC Coordinator & ORP Team	Qtr. 2 -ongoing	This includes weekly team meetings to identify gaps in service.
1f. Bridge between public health and community served for trust and communication resulting in an increased number of participating churches, places of worship, faith leaders, and	IOPSLC Coordinator / Community Education Coordinators	Qtr. 2 -ongoing	Team continues to work with 250 member faith-based communities to increase their knowledge of substance use and misuse to reduce overdoses.

community members who can prevent, respond, and engage to address SUD/OD.			
Process Objective 2. Develop a robust and enhanced qualitative data/information system focusing on disproportionately affected populations of the Coptic and African American communities			
Activities	Lead Person/ Organization	Estimated time frame	Notes
2a. Identify, recruit and onboard Research Analyst.	BHW Program Manager / IOPSSL Program Coordinator	Qtr. 2	Research Analyst is on board and fulfilling the role.
2b. Generate surveys and facilitate focus groups/listening sessions to determine the needs of each community/stakeholder group to be served.	IOPSSL Program Coordinator/ Research Analyst	Qtr. 3-ongoing	Survey has been developed and administered to the community. Listening sessions have continued to be scheduled to learn about the communities' awareness and needs.
2c. Create educational campaigns about stigma, treatment, and prevention that align with identified community needs and cultural competency.	IOPSSL Program Coordinator/ Community Education Coordinators/ Research Analyst	Qtr. 3-ongoing	Culturally relevant PowerPoints have been created to reduce stigma, inform treatment and prevention efforts.
2d. Incorporate existing ORP data sources into routine monitoring for marginalized communities to increase awareness of illicit substances in the community.	Research Analyst	Qtr. 3-ongoing	Receive weekly surveillance reports to review hotspots and trends. Data is used to inform outreach efforts.
2e. Establish monthly community leadership meetings to gain an authentic voice for progression of the project.	Research Analyst/ Community Education Coordinators	Qtr. 4	Leadership team with SPAAFCC has been established and meets once a month.
Process Objective 3. Increase ability to adapt overdose response programs, across diverse communities, to respond to changes in SUD/OD trends through reviewing data.			
Activities	Lead Person/ Organization	Estimated time frame	Notes
3a. Incorporate target communities in the Davidson County Spike Alert System & Acute Overdose Response Plan.	BHW Program Manager / IOPSSL Program Coordinator/ Research Analyst	Qtr. 2 -ongoing	Identify the most appropriate communication points in the communities to expand the presence of these overdose notification tools.

3b. Create new communication tree to inform target communities of increased rates of overdose and advise on response.	BHW Program Manager/ IOPSLP Program Coordinator/ Research Analyst	Qtr. 2-ongoing	Identify most appropriate community leaders to add to overdose communication tree to ensure effective, accurate and timely dissemination of overdose spike alert information
3c. Include IOPSLP team members in hotspot and acute overdose event analysis and action meetings.	BHW Program Manager/ IOPSLP Program Coordinator/Community Education Coordinators/ Research Analyst	Qtr. 2-ongoing	Will provide staff to the action team created by MPH D Epi department in order to review acute overdose event analysis.
3d. Advise in developing further relevant policy and programmatic interventions.	BHW Program Manager / IOPSLP Program Coordinator/Community Education Coordinators/ Research Analyst	Qtr. 3-ongoing	Attend meetings developing other interventions/programs that might impact communities being served for culturally appropriate design of interventions.

Crosscutting Activities

Objective 1. Through the period of performance, participate in virtual learning, and evaluation activities to openly share challenges, results, and outcomes of selected site's experience			
Period	Activity	Lead Person/Organization	Timeline
Year 1 & Year 2 & Year 3	Participate in monthly check-in calls facilitated by NACCHO to review the progress of ongoing activities, any major changes to the work plan, and discuss technical assistance needs. Participants will include at least one representative from NACCHO, CDC, and the awardee as well as any other stakeholders invited by the awardee. Supplemental technical assistance (TA) calls will be scheduled to address needs.	NACCHO, CDC, Metropolitan Government of Nashville & Davidson County, SME consultant(s)	Complete by May 31, 2024.
Year 1	Complete the Overdose Prevention Capacity Assessment Tool (OPCAT) and Technical Assistance Assessment (TAA) at the start of the project. Technical assistance and training will be available to sites and will be informed by the site OPCAT results.	NACCHO, Metropolitan Government of Nashville & Davidson County	Complete by January 31, 2023.
Year 2	Develop an evaluation plan based on the logic model. A template and technical assistance will be provided from NACCHO, CDC, and SME consultant.	NACCHO, CDC, Metropolitan Government of Nashville & Davidson County	Complete by February 15, 2023.

Year 2 & Year 3	Implement the evaluation plan and hold quarterly calls to update progress on evaluation.	NACCHO, CDC, Metropolitan Government of Nashville & Davidson County, SME consultant(s)	Complete by May 31, 2024.
Year 1 & Year 2	Participate in cohort learning and sharing experiences. Present expertise through at least one peer learning experience.	NACCHO, CDC, SME consultant(s), all program participants	Complete by July 31, 2023.
Year 3	Submit a final report that includes information about lessons learned, successes, and challenges experienced during the project, as well as progress and evaluation data from the beginning of funding through the end of the project period.	NACCHO, CDC, Metropolitan Government of Nashville & Davidson County	Complete by June 30, 2024.
Year 3	Complete an Overdose Prevention Capacity Assessment Tool (OPCAT) at the end of the project and participate in project evaluation-related activities with NACCHO and CDC, including interviews to assess how the technical assistance and funding impacted the site's capacity.	NACCHO, Metropolitan Government of Nashville & Davidson County	Complete by June 30, 2024.

Invoice schedule

Invoice Number	Due Date	Period of Performance	Amount
1	3/31/22	2/1/22 to 3/15/22	Period of Performance Expenditures
2	7/15/22	3/16/22 to 6/30/22	Period of Performance Expenditures
3	8/15/22	7/1/22 to 7/31/22	Period of Performance Expenditures
4	12/30/22	8/1/22 to 11/15/22	Period of Performance Expenditures
5	4/28/23	11/16/22 to 3/15/23	Period of Performance Expenditures
6	7/15/23	3/16/23 to 6/30/23	Period of Performance Expenditures
7	8/15/23	7/1/23 to 7/31/23	Period of Performance Expenditures
8	12/30/23	8/1/23 to 11/15/23	Period of Performance Expenditures
9	4/28/24	11/16/23 to 3/15/24	Period of Performance Expenditures
10	6/30/24	3/16/24 to 5/31/24	Period of Performance Expenditures

LINE-ITEM BUDGET TEMPLATE
 Metropolitan Government of Nashville & Davidson County
 Implementing Overdose Prevention Strategies at the Local Level
 February 1, 2022 - May 31, 2024

Line Items	Original Total Budget (August 1, 2022-July 31, 2023)	Expenses Incurred through June 30, 2023	Projected Expenses July 2023	Proposed Revisions	New Total Budget (February 1, 2022-May 31, 2024)
Personnel (Name)					
Sheldon Walker Program Specialist 2	\$ 62,651.00	\$3,174.84		\$ (12,000.00)	\$ 50,651.00
Alyxandra Steuhler (previously Cyntoria Meaderds) Research Analyst	\$ 75,465.00	\$12,214.84		\$ (22,535.00)	\$ 52,930.00
Johnathon Nardozi Program Specialist 2 Coptic Com	\$ 44,955.00	\$17,983.34		\$ (10,000.00)	\$ 34,955.00
Alexis Hill Program Specialist 2 SPAAFCC	\$ 44,955.00	\$10,072.32		\$ (11,000.00)	\$ 33,955.00
Nichelle Foster Health Manager 1	\$ 16,230.00	\$4,663.63		\$ 28,409.27	\$ 44,639.27
Personnel Subtotal	\$ 244,256.00	\$ 48,108.97	\$ 13,000.00	\$ (27,125.73)	\$ 217,130.27
Total Fringe Benefits	\$ 128,335.00	\$ 10,681.33	\$ 2,886.31	\$ (14,251.86)	\$ 114,083.14
Travel					
Personal vehicle mileage	\$ 6,048.00	\$ 457.90		\$ 1,296.00	\$ 7,344.00
Hotel for conferences and Peer LHD Visits	\$ -	\$ 5,634.25		\$ 12,978.00	\$ 12,978.00
Airfare LHD Visit (NYC)	\$ -	\$ 891.90		\$ 2,400.00	\$ 2,400.00
Per Diem for conferences and Peer LHD Visits	\$ -	\$ 1,179.15		\$ 6,370.00	\$ 6,370.00
Travel Subtotal	\$ 6,048.00	\$ 8,163.20		\$ 23,044.00	\$ 29,092.00
Supplies					
Computers 3 @ \$2,500	\$ 10,000.00			\$ (2,500.00)	\$ 7,500.00
Office Supplies	\$ 1,000.00	\$ 101.12		\$ 199.00	\$ 1,199.00
Cell Phone 3 @600	\$ 3,600.00	\$ 405.98		\$ (1,800.00)	\$ 1,800.00
Printing - Change	\$ 2,000.00			\$ 1,500.00	\$ 3,500.00
	\$ -			\$ -	\$ -
Supplies Subtotal	\$ 16,600.00	\$ 507.10		\$ (2,601.00)	\$ 13,999.00
Contractual Costs					
Translation Services	\$ 3,440.00			\$ 2,594.59	\$ 6,034.59
Consultant - Dr. Lucy Cannon	\$ -			\$ -	\$ -
	\$ -			\$ -	\$ -
	\$ -			\$ -	\$ -
	\$ -			\$ -	\$ -
Contractual Subtotal	\$ 3,440.00			\$ 2,594.59	\$ 6,034.59
Other					
Health department promotional items	\$ -			\$ 2,000.00	\$ 2,000.00
Food for Meetings/Trainings	\$ -			\$ 4,000.00	\$ 4,000.00
Conference Registration	\$ -	\$ 2,325.00		\$ 8,340.00	\$ 8,340.00
Harm Reduction Training/Speakers	\$ -			\$ 4,000.00	\$ 4,000.00
Other Subtotal:	\$ -	\$ 2,325.00		\$ 18,340.00	\$ 18,340.00
Other					
	\$ -			\$ -	\$ -
	\$ -			\$ -	\$ -
	\$ -			\$ -	\$ -
	\$ -			\$ -	\$ -
Other Subtotal:	\$ -			\$ -	\$ -
Subtotals of Direct costs	\$ 398,679.00	\$ 69,785.60	\$ 15,886.31	\$ 0.00	\$ 398,679.00
Indirect (24.82%)	\$ 98,952.12	\$ 17,320.79	\$ 3,942.98	\$ 0.00	\$ 98,952.12
Grand Total	\$ 497,631.12	\$ 87,106.39	\$ 19,829.29	\$ -	\$ 497,631.12


Certificate Of Completion

Envelope Id: 93723DDD42BA4BD28468D6BA6CCEF0B5	Status: Completed
Subject: Complete with DocuSign: Health NACCHO Overdose 22 A2 Ready.pdf	
Source Envelope:	
Document Pages: 14	Signatures: 6
Certificate Pages: 15	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Juanita Paulson
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	Juanita.Paulsen@nashville.gov
	IP Address: 170.190.198.185

Record Tracking

Status: Original	Holder: Juanita Paulson	Location: DocuSign
9/12/2023 11:54:07 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

Signer Events	Signature	Timestamp
Brittany Bryant		Sent: 9/12/2023 12:01:47 PM
brittany.bryant@nashville.gov		Viewed: 9/13/2023 3:48:42 PM
Security Level: Email, Account Authentication (None)		Signed: 9/14/2023 8:29:40 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.190	

Electronic Record and Signature Disclosure:

Accepted: 9/13/2023 3:48:42 PM
ID: 0df3e75a-46d4-45b5-8d43-f1509274ffc0

Aaron Pratt		Sent: 9/14/2023 8:29:42 AM
Aaron.Pratt@nashville.gov		Viewed: 9/14/2023 8:33:27 AM
Security Level: Email, Account Authentication (None)		Signed: 9/14/2023 8:33:32 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.190	


Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Kelly Flannery		Sent: 9/14/2023 8:33:33 AM
Kelly.Flannery@nashville.gov		Viewed: 9/14/2023 8:35:10 AM
Security Level: Email, Account Authentication (None)		Signed: 9/14/2023 8:35:18 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.100	

Electronic Record and Signature Disclosure:

Accepted: 9/14/2023 8:35:10 AM
ID: 53aaeb9c-d872-400b-b295-4c3e0a4a481b

Courtney Mohan		Sent: 9/14/2023 8:35:20 AM
Courtney.Mohan@nashville.gov		Viewed: 9/14/2023 11:34:52 AM
Security Level: Email, Account Authentication (None)		Signed: 9/14/2023 11:53:06 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:

Signer Events	Signature	Timestamp
Accepted: 9/14/2023 11:34:52 AM ID: aadd2521-e891-4d3a-ae2d-d78e3ffef88b		
Balogun Cobb balogun.cobb@nashville.gov Security Level: Email, Account Authentication (None)	<i>Balogun Cobb</i>	Sent: 9/14/2023 11:53:07 AM Viewed: 9/14/2023 12:10:05 PM Signed: 9/14/2023 12:10:14 PM
	Signature Adoption: Pre-selected Style Using IP Address: 172.58.145.61 Signed using mobile	
Electronic Record and Signature Disclosure: Accepted: 9/14/2023 12:10:05 PM ID: 30b1c13e-875e-4ff3-b727-5fbb94967589		

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)	COPIED	Sent: 9/14/2023 12:10:15 PM Viewed: 9/14/2023 2:02:34 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Sally Palmer sally.palmer@nashville.gov Security Level: Email, Account Authentication (None)	COPIED	Sent: 9/14/2023 12:10:16 PM Viewed: 9/14/2023 1:47:25 PM
Electronic Record and Signature Disclosure: Accepted: 9/14/2023 2:01:53 PM ID: 63386106-bb70-4cf8-8fc1-05c6b6d51dee		

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	9/12/2023 12:01:47 PM
Certified Delivered	Security Checked	9/14/2023 12:10:05 PM
Signing Complete	Security Checked	9/14/2023 12:10:14 PM
Completed	Security Checked	9/14/2023 12:10:16 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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