
GRANT SUMMARY SHEET

Grant Name: HRSA Healthy Start 24

Department: HEALTH DEPARTMENT

Grantor: HEALTH RESOURCES & SERVICES ADMINISTRATION

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

Total Award this Action: \$1,144,121.00

Cash Match Amount \$0.00

Department Contact: Brad Thompson
340-0407

Status: CONTINUATION

Program Description:

A grant from to Health Resources & Services Administration is to improve health outcomes before, during, and after pregnancy, and reduce racial/ethnic differences in rates of infant death and adverse perinatal outcomes. This action funds the final year of a 5 year project.

Plan for continuation of services upon grant expiration:

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
HEALTH DEPARTMENT	038	Brad Thompson				340-0407	
Grant Name:	HRSA Healthy Start 24						
Grantor:	HEALTH RESOURCES & SERVICES ADMINISTRATION					Other:	
Grant Period From:	04/01/23	(applications only) Anticipated Application Date:					
Grant Period To:	03/31/24	(applications only) Application Deadline:					
Funding Type:	FED DIRECT	Multi-Department Grant		If yes, list below.			
Pass-Thru:		Outside Consultant Project:					
Award Type:	OTHER	Total Award:		\$1,144,121.00			
Status:	CONTINUATION	Metro Cash Match:		\$0.00			
Metro Category:	Est. Prior.	Metro In-Kind Match:		\$0.00			
CFDA #	93.926	Is Council approval required?		<input type="checkbox"/>			
Project Description:						Applic. Submitted Electronically?	
A grant from to Health Resources & Services Administration is to improve health outcomes before, during, and after pregnancy, and reduce racial/ethnic differences in rates of infant death and adverse perinatal outcomes. This action funds the final year of a 5 year project.							
Plan for continuation of service after expiration of grant/Budgetary Impact:							
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:	9.00	Actual number of positions added:		0.00			
Departmental Indirect Cost Rate	23.54%	Indirect Cost of Grant to Metro:		\$269,326.08			
*Indirect Costs allowed?	<input checked="" type="radio"/> Yes <input type="radio"/> No	% Allow.	13.75%	Ind. Cost Requested from Grantor:		\$155,108.00 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	FY23	\$286,030.25						\$286,030.25	\$67,331.52	\$39,317.00
Yr 2	FY24	\$858,090.75						\$858,090.75	\$201,994.56	\$117,951.00
Yr 3	FY									
Yr 4	FY									
Yr 5	FY									
Total		\$1,144,121.00	\$0.00	\$0.00	\$0.00		\$0.00	\$1,144,121.00	\$269,326.08	\$157,268.00
Date Awarded:				02/21/23	Tot. Awarded:		\$1,144,121.00	Contract#: 5H49MC32719 -05-00		
(or) Date Denied:					Reason:					
(or) Date Withdrawn:					Reason:					

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

GCP Received 05/15/2023

Rev. 5/13/13
5637



GCP Approved 05/18/2023



Department of Health and Human Services
Health Resources and Services Administration

Notice of Award
FAIN# H4932719
Federal Award Date: 02/21/2023

Recipient Information

- 1. Recipient Name**
NASHVILLE & DAVIDSON COUNTY, METROPOLITAN
GOVERNMENT OF
PO BOX 196300
Nashville, TN 37219-6300
- 2. Congressional District of Recipient**
05
- 3. Payment System Identifier (ID)**
1620694743A7
- 4. Employer Identification Number (EIN)**
620694743
- 5. Data Universal Numbering System (DUNS)**
078217668
- 6. Recipient's Unique Entity Identifier**
LGZLHP6ZHM55
- 7. Project Director or Principal Investigator**
D'Yuanna Allen-Robb
dyuanna.allen-robb@nashville.gov
(615)340-0487 Ext. 0487
- 8. Authorized Official**
Tina Lester
Bureau Director, Population Health
tina.lester@nashville.gov
(615)340-5687

Federal Agency Information

- 9. Awarding Agency Contact Information**
Tonya Randall
Grants Management Specialist
Office of Federal Assistance Management (OFAM)
Division of Grants Management Office (DGMO)
trandall@hrsa.gov
(301) 594-4259
- 10. Program Official Contact Information**
Shontelle Dixon
Project Officer
Maternal and Child Health Bureau (MCHB)
sdixon@hrsa.gov
(301) 443-0543

Federal Award Information

- 11. Award Number**
5 H49MC32719-05-00
- 12. Unique Federal Award Identification Number (FAIN)**
H4932719
- 13. Statutory Authority**
42 U.S.C. § 254c-8
- 14. Federal Award Project Title**
Healthy Start Initiative-Eliminating Racial/Ethnic Disparities
- 15. Assistance Listing Number**
93.926
- 16. Assistance Listing Program Title**
Healthy Start Initiative
- 17. Award Action Type**
Noncompeting Continuation
- 18. Is the Award R&D?**
No

Summary Federal Award Financial Information

19. Budget Period Start Date 04/01/2023 - End Date 03/31/2024	
20. Total Amount of Federal Funds Obligated by this Action	\$981,502.00
20a. Direct Cost Amount	
20b. Indirect Cost Amount	
21. Authorized Carryover	\$0.00
22. Offset	\$162,619.00
23. Total Amount of Federal Funds Obligated this budget period	\$981,502.00
24. Total Approved Cost Sharing or Matching, where applicable	\$0.00
25. Total Federal and Non-Federal Approved this Budget Period	\$1,144,121.00
26. Project Period Start Date 04/01/2019 - End Date 03/31/2024	
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	\$5,474,439.00

- 28. Authorized Treatment of Program Income**
Addition
- 29. Grants Management Officer – Signature**
LaShawna Smith on 02/21/2023

30. Remarks

THIS GRANT IS UNDER EXPANDED AUTHORITY



Notice of Award
Award Number: 5 H49MC32719-05-00
Federal Award Date: 02/21/2023

Maternal and Child Health Bureau (MCHB)

31. APPROVED BUDGET: (Excludes Direct Assistance) <input checked="" type="checkbox"/> Grant Funds Only <input type="checkbox"/> Total project costs including grant funds and all other financial participation		33. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)																																															
		<table border="1"> <thead> <tr> <th>YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td></td> <td>Not applicable</td> </tr> </tbody> </table>		YEAR	TOTAL COSTS		Not applicable																																										
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		37. BHCNIS#																																															
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38. THIS AWARD IS BASED ON THE APPLICATION APPROVED BY HRSA FOR THE PROJECT NAMED IN ITEM 14. FEDERAL AWARD PROJECT TITLE AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE AS: a. The program authorizing statute and program regulation cited in this Notice of Award; b. Conditions on activities and expenditures of funds in certain other applicable statutory requirements, such as those included in appropriations restrictions applicable to HRSA funds; c. 45 CFR Part 75; d. National Policy Requirements and all other requirements described in the HHS Grants Policy Statement; e. Federal Award Performance Goals; and f. The Terms and Conditions cited in this Notice of Award. In the event there are conflicting or otherwise inconsistent policies applicable to the award, the above order of precedence shall prevail. Recipients indicate acceptance of the award, and terms and conditions by obtaining funds from the payment system.																																																	
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HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants3.hrsa.gov/2010/WebEPSEExternal/Interface/common/accesscontrol/login.aspx> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

Terms and Conditions

Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Term(s)

1. Healthy Start funds may not be used for entertainment costs. Trips and/or activities for Healthy Start clients must relate to both the goal of reducing infant mortality and the approved project objectives
2. Fund raising costs are unallowable. Healthy Start funds, e.g., staff salary, contract personnel, consultants or costs for items to be sold or raffled, may not be used for fund raising activities.
3. The replacement of, or significant change in the responsibilities of senior project staff, including the project director, project manager, and chief financial officer, must have prior approval from the Grants Management Officer. The grantee must obtain prior approval from the awarding office for changes in scope, direction, type of service delivery or training, and rebudgeting of Healthy Start funds.
4. The funds for this award are in a sub-account in the Payment Management System (PMS). This type of account allows recipients to specifically identify the individual grant for which they are drawing funds and will assist HRSA in monitoring the award. Access to the PMS account number is provided to individuals at the organization who have permissions established within PMS. The PMS sub-account code can be found on the HRSA specific section of the NoA (Accounting Classification Codes). Both the PMS account number and sub-account code are needed when requesting grant funds. **Please note that for new and competing continuation awards issued after 10/1/2020, the sub-account code will be the document number.**
You may use your existing PMS username and password to check your organizations' account access. If you do not have access, complete a PMS Access Form (PMS/FFR Form) found at: <https://pmsapp.psc.gov/pms/app/userrequest>. If you have any questions about accessing PMS, contact the PMS Liaison Accountant as identified at:
<http://pms.psc.gov/find-pms-liaison-accountant.html>
5. All post-award requests, such as significant budget revisions or a change in scope, must be submitted as a Prior Approval action via the Electronic Handbooks (EHBs) and approved by HRSA prior to implementation. Grantees under "Expanded Authority," as noted in the Remarks section of the Notice of Award, have different prior approval requirements. See "Prior-Approval Requirements" in the DHHS Grants Policy Statement: <http://www.hrsa.gov/grants/hhsgrantspolicy.pdf>
6. 45 CFR Part 75 applies to all federal funds associated with the award. Part 75 has been effective since December 26, 2014. All references to prior OMB Circulars for the administrative and audit requirements and the cost principles that govern Federal monies associated with this award are superseded by the Uniform Guidance 2 CFR Part 200 as codified by HHS at 45 CFR Part 75.
7. This Notice of Award is issued based on HRSA's approval of the Non-Competing Continuation (NCC) Progress Report. All post-award requests, such as significant budget revisions or a change in scope, must be submitted as a Prior Approval action via the Electronic Handbooks (EHBs) and approved by HRSA prior to implementation. Grantees under "Expanded Authority," as noted in the Remarks section of the Notice of Award, have different prior approval requirements. See "Prior-Approval Requirements" in the DHHS Grants Policy Statement: <http://www.hrsa.gov/grants/hhsgrantspolicy.pdf>
8. This Notice of Award provides the offset of an unobligated balance in the amount of \$162,619 from budget period 4/1/2021 - 3/31/2022. Please be advised that if the final resolution of the audit determines that the unobligated balance of Federal Funds is incorrect, HRSA is not obligated to make additional Federal Funds available to cover the shortfall.

Program Specific Term(s)

1. The management Team, including key personnel, must reflect the cultural diversity of the Community to be served.
2. This award is governed by the post-award requirements cited in Subpart D-Post Federal Award Requirements, standards for program and fiscal management of 45 CFR Part 75 except when the Notice of Award indicates in the "Remarks" section that the grant is included under "Expanded Authority". These recipients may take the following actions without prior approval of the Grant Management Office:

Section 75.308 c(2)(d)(1) Incur pre-award costs up to 90 calendar days before the award. See also 75.458.

Section 75.308 c(2)(d)(2) Initiate a one-time extension of the period of performance by up to 12 months unless one or more of the conditions outlined in paragraphs (d)(2)(i) through (iii) of this section apply. For one-time extensions, the recipient must notify the HHS awarding agency in writing with the supporting reasons and revised period of performance at least 10 calendar days before the end of the period of performance specified in the Federal award. This notification must be submitted through the Electronic Handbooks (EHB). This one-time extension may not be exercised merely for the purpose of using unobligated balances.

Section 75.308 c(2)(d)(3) Carry forward unobligated balances to subsequent periods of performance.

Except for funds restricted on a Notice of Award, grantee organizations are authorized to carry over unobligated grant funds up to the lesser of 25% or \$250,000 of the amount awarded for that budget period remaining at the end of that budget period. If the unobligated balance is in excess of 25% of the total amount awarded, or \$250,000, whichever is less, and the grantee wishes to carry the funds forward, the grantee must obtain prior approval from the Grants Management Office.

The grantee must notify the Grants Management Office when it has elected to carry over unobligated balances under Expanded Authority and the amount to be carried over. The notification must be provided under item 12, "Remarks", on the initial submission of the Federal Financial Report (FFR).

For all other Post Award request refer Standard Term 5 below.

3. Each project is expected to establish a plan to recover, to the maximum extent feasible, third party revenues to which it is entitled for services provided; garner all other available Federal, state, local, and private funds; and charge beneficiaries according to their ability to pay for services without creating a barrier to those services. Where third-party payors, including Government agencies, are authorized or are under legal obligation to pay all or a portion of charges for health care services, "all such sources must be billed for covered services, and every effort must be made to obtain payment. Each service provider receiving Federal funds, either directly or indirectly, must have a procedure to identify all persons served who are eligible for third-party reimbursement."
4. All MCHB discretionary grant projects are expected to incorporate a carefully designed and well-planned evaluation protocol capable of demonstrating and documenting measurable progress toward achieving the stated goals. The measurement of progress toward goals should focus on systems, health and performance indicators, rather than solely on the intermediate process measures.
5. In accordance with the requirements of the "Government Performance and Results Act (GPRA) of 1993" (Public Law 103-62), MCHB has established measurable goals for Federal programs that can be reported as part of the budgetary process, thus linking funding decisions with performance. Performance measures and data elements for all MCHB-funded grant programs including Healthy Start have been finalized. As previously communicated all Healthy Start projects are expected to participate in the MCHB reporting requirements system.
6. Grantees must use the DHSPS screening tools, must report aggregate and client level data on a monthly basis to DHSPS, and report progress on benchmarks in the MCHB Discretionary Grants Information System.
7. Grantees are required to participate in the National Evaluation of Healthy Start Programs and respond to data request for information from the Division and the supporting HS performance project.
8. HRSA reserves the right to reduce base awards for grantees that consistently maintain unobligated balance greater than \$100,000.
9. A grantee can propose to include an evidence-based home visiting model as part of their Healthy Start (HS) program as long as each component of the program addresses the four HS approaches, and the evidence-based model allows for the HS program to collect the data included in the HS screening tools. That is, the requirements of any curriculum or model chosen do not supersede the requirements of HS.
10. Grantees are to budget for up to 3 persons to attend all mandatory regional meetings and the Healthy Start convention.
11. HRSA reserves the right to reduce funding if, after receiving Technical Assistance, grantee cannot fulfill the requirements of the grant. i.e. progress on benchmarks, number of participants served.

Standard Term(s)

1. Your organization is required to have the necessary policies, procedures, and financial controls in place to ensure that your organization complies with all legal requirements and restrictions applicable to the receipt of federal funding, per HRSA [Standard Terms](#) (unless otherwise specified on your Notice of Award), and [Legislative Mandates](#). The effectiveness of these policies, procedures, and controls is subject to audit.

Reporting Requirement(s)

1. Due Date: Within 90 Days of Project End Date

The grantee must submit a Performance Report within 90 days after the end of the project period. This report should include completing the financial forms, project abstract, grant summary and performance measures. The performance report must be submitted using the Electronic Handbook (EHB).

2. Due Date: Annually (Budget Period) Beginning: Budget Start Date Ending: Budget End Date, due 90 days after end of reporting

period.

The recipient must submit, within 90 days after budget period end date, an annual Federal Financial Report (FFR). The report should reflect cumulative reporting within the project period of the document number. **All FFRs must be submitted through the Payment Management System (PMS).** Technical questions regarding the FFR, including system access should be directed to the PMS Help Desk by submitting a ticket through the self-service web portal ([PMS Self-Service Web Portal](#)), or calling 877-614-5533.

Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.

Contacts

NoA Email Address(es):

Name	Role	Email
D'yanna Allen-Robb	Program Director	dyuanna.allen-robb@nashville.gov
Tina Lester	Authorizing Official	tina.lester@nashville.gov

Note: NoA emailed to these address(es)

All submissions in response to conditions and reporting requirements (with the exception of the FFR) must be submitted via EHBs. Submissions for Federal Financial Reports (FFR) must be completed in the Payment Management System (<https://pms.psc.gov/>).

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

5/15/2023

Date

DocuSigned by:
Tené Hamilton Franklin
BEBF0BBF14D14B0...

Chair, Board of Health

5/17/2023

Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Kelly Flannery

Director, Department of Finance

5/21/2023 | 6:44 AM CDT

Date

APPROVED AS TO RISK AND INSURANCE:

Lora Bark Fox

Director of Risk Management Services

5/24/2023 | 1:16 PM CDT

Date

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan

Metropolitan Attorney

5/23/2023 | 2:18 PM CDT

Date

FILED:

Metropolitan Clerk

Date


Certificate Of Completion

Envelope Id: BE255F30469749B4AE1EE4E34334A616	Status: Completed
Subject: Complete with DocuSign: Health - HRSA Healthy Start 24 Ready.pdf	
Source Envelope:	
Document Pages: 10	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
5/19/2023 11:53:07 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: 5/19/2023 11:59:12 AM
brittany.bryant@nashville.gov		Viewed: 5/19/2023 3:41:26 PM
Security Level: Email, Account Authentication (None)		Signed: 5/19/2023 3:44:21 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:
Accepted: 5/19/2023 3:41:26 PM
ID: 30b59588-bfa7-4d23-8c36-331d74dc7aec

Aaron Pratt		Sent: 5/19/2023 3:44:23 PM
Aaron.Pratt@nashville.gov		Viewed: 5/20/2023 7:50:17 PM
Security Level: Email, Account Authentication (None)		Signed: 5/20/2023 7:50:21 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Kelly Flannery		Sent: 5/20/2023 7:50:23 PM
Kelly.Flannery@nashville.gov		Viewed: 5/21/2023 6:43:16 AM
Security Level: Email, Account Authentication (None)		Signed: 5/21/2023 6:44:33 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 174.238.96.81	
	Signed using mobile	

Electronic Record and Signature Disclosure:
Accepted: 5/21/2023 6:43:16 AM
ID: 362df8cb-02ee-4f2a-b601-4d791af87cff

Courtney Mohan		Sent: 5/21/2023 6:44:35 AM
Courtney.Mohan@nashville.gov		Viewed: 5/23/2023 11:21:40 AM
Security Level: Email, Account Authentication (None)		Signed: 5/23/2023 2:18:06 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:

Signer Events	Signature	Timestamp
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Accepted: 5/23/2023 11:21:40 AM
ID: a890bfd5-55bb-4e04-abce-d17392a72a63

Lora Bark Fox
lora.fox@nashville.gov
Security Level: Email, Account Authentication (None)

Lora Bark Fox

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

Sent: 5/23/2023 2:18:07 PM
Resent: 5/24/2023 7:33:56 AM
Viewed: 5/24/2023 1:14:46 PM
Signed: 5/24/2023 1:16:03 PM

Electronic Record and Signature Disclosure:

Accepted: 5/24/2023 1:14:46 PM
ID: 3a94cb0b-c916-4aad-b395-7c8d26a28921

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: 5/24/2023 1:16:04 PM
Viewed: 5/24/2023 3:45:42 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

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

COPIED

Sent: 5/24/2023 1:16:05 PM

Electronic Record and Signature Disclosure:

Accepted: 5/22/2023 8:01:42 AM
ID: d8ebd203-b84e-4157-84d2-650a90e8f3e0

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	5/19/2023 11:59:12 AM
Envelope Updated	Security Checked	5/24/2023 7:33:56 AM
Envelope Updated	Security Checked	5/24/2023 7:33:56 AM
Certified Delivered	Security Checked	5/24/2023 1:14:46 PM
Signing Complete	Security Checked	5/24/2023 1:16:03 PM
Completed	Security Checked	5/24/2023 1:16:05 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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