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## GRANT SUMMARY SHEET

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**Grant Name:** Parental Assistance Court 22 Amend 3

**Department:** JUVENILE COURT

**Grantor:** TN Dept. of Human Services

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

**Total Award this Action:** \$226,782.08

**Cash Match Amount** \$116,599.21

**Department Contact:** Catherine Middlebrooks  
862-8063

**Status:** AMENDMENT

**Program Description:**

This grant establishes the Juvenile Court Parentile Assistance Court (PAC) as a seperately funded program of the Juvenile Court's grant-funded Child Support/Parentage Division. The Parental Assistance Court will provide individual and family centered developmental services with a dual focus on removing barriers that impact PAC program participant's ability to pay their child support obligations and increasing program participant parenting time with their children. Amendment 3 to extend contract from a period of from 07/01/21 to 06/30/25 to include 1 renewal peroid and maximum laibility of the State of \$1,152,888.84. The Amendment 3 also adds an additional \$226,782.08 for a new total of \$ 1,152,888.84.

**Plan for continuation of services upon grant expiration:**

No planned or known expiration to this funding. This service will not be continued if federal funding ends.

### 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
JUVENILE COURT	026	Catherine Middlebrooks	862-8063	
<b>Grant Name:</b> Parental Assistance Court 22 Amend 3				
<b>Grantor:</b> TN Dept. of Human Services				
<b>Grant Period From:</b> 07/01/21				
<b>Grant Period To:</b> 06/30/25				
<b>Funding Type:</b> STATE				
<b>Pass-Thru:</b>				
<b>Award Type:</b> FORMULA				
<b>Status:</b> AMENDMENT				
<b>Metro Category:</b> Est. Prior.				
<b>CFDA #</b>				
<b>Project Description:</b>				
This grant establishes the Juvenile Court Parentile Assistance Court (PAC) as a seperately funded program of the Juvenile Court's grant-funded Child Support/Parentage Division. The Parental Assistance Court will provide individual and family centered developmental services with a dual focus on removing barriers that impact PAC program participant's ability to pay their child support obligations and increasing program participant parenting time with their children. <b>Amendment 3 to extend contract from a period of from 07/01/21 to 06/30/25 to include 1 renewal peroid and maximum laibility of the State of \$1,152,888.84. The Amendment 3 also adds an additional \$226,782.08 for a new total of \$ 1,152,888.84.</b>				
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>				
No planned or known expiration to this funding. This service will not be continued if federal funding ends.				
<b>How is Match Determined?</b>				
Fixed Amount of \$ _____ or 34.0% <b>% of Grant</b> <input type="checkbox"/> <b>Other:</b> <input type="checkbox"/>				
<b>Explanation for "Other" means of determining match:</b>				
<b>For this Metro FY, how much of the required local Metro cash match:</b>				
<b>Is already in department budget?</b> \$172,700.00				
<b>Is not budgeted?</b>				
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>				
<b>Other:</b>				
<b>Number of FTEs the grant will fund:</b> 6.00				
<b>Departmental Indirect Cost Rate:</b> 22.40%				
<b>*Indirect Costs allowed?</b> <input checked="" type="radio"/> Yes <input type="radio"/> No <b>% Allow.</b> 9.07%				
<b>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</b>				
<b>Draw down allowable?</b> <input type="checkbox"/>				
<b>Metro or Community-based Partners:</b>				

Part Two

Grant Budget

Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY22		\$295,653.00	\$0.00	\$152,307.00	10101, 26111410		\$447,960.00	\$100,343.04	\$40,621.03
Yr 2	FY23		\$295,653.76	\$0.00	\$152,306.24			\$447,960.00	\$100,343.04	\$40,621.03
Yr 3	FY24		\$334,800.00	\$0.00	\$172,700.00			\$507,500.00	\$113,680.00	\$46,020.12
Yr 4	FY25		\$226,782.08	\$0.00	\$116,599.21			\$343,381.29	\$76,917.41	\$31,137.82
Yr 5	FY__									
<b>Total</b>			\$1,152,888.84	\$0.00	\$593,912.45			\$1,746,801.29	\$391,283.49	\$158,400.00
<b>Date Awarded:</b>				04/01/24	<b>Tot. Awarded:</b>		\$226,782.08	<b>Contract#:</b>		70037
<b>(or) Date Denied:</b>					<b>Reason:</b>					
<b>(or) Date Withdrawn:</b>					<b>Reason:</b>					

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



**AMENDMENT THREE  
OF CONTRACT 70037**

This Amendment is made and entered by and between the State of Tennessee, Department of Human Services, hereinafter referred to as the "State" and Metropolitan Government of Nashville and Davidson County – Parental Assistance Court, hereinafter referred to as the "Contractor." For good and valuable consideration, the sufficiency of which is hereby acknowledged, it is mutually understood and agreed by and between said, undersigned contracting parties that the subject contract is hereby amended as follows:

1. Contract Section B.1. is deleted in its entirety and replaced with the following:
  - B.1. This Contract shall be effective for the period beginning on July 1, 2021 ("Effective Date") and ending on June 30, 2025 ("Term"). The State shall have no obligation for goods delivered or services provided by the Contractor prior to the Effective Date.
2. Contract Section B.2. is deleted in its entirety and replaced with the following:
  - B.2. Renewal Options. This Contract may be renewed upon satisfactory completion of the Term. The State reserves the right to execute up to one (1) renewal option under the same terms and conditions for a period not to exceed twelve (12) months each by the State, at the State's sole option. In no event, however, shall the maximum Term, including all renewals or extensions, exceed a total of sixty (60) months.
3. Contract Section C.1. is deleted in its entirety and replaced with the following:
  - C.1. Maximum Liability. In no event shall the maximum liability of the State under this Contract exceed one million one hundred fifty-two thousand eight hundred eighty-eight dollars and eight-four cents (\$1,152,888.84). This amount shall constitute the entire compensation due the Contractor for all service and Contractor obligations hereunder regardless of the difficulty, hours worked, or materials or equipment required. The Contract Amount includes, but is not limited to, all applicable taxes, fees, overhead, profit, and all other direct and indirect costs incurred or to be incurred by the Contractor.
4. Contract Section C.3. is deleted in its entirety and replaced with the following:
  - C.3. The Contractor shall be reimbursed for actual, reasonable, and necessary costs based upon the Contract Budget, not to exceed the Maximum Liability established in Section C.1. Upon progress toward the completion of the Scope, as described in Section A of this Contract, the Contractor shall submit invoices prior to any reimbursement of allowable costs. The Contract Budget, attached and incorporated hereto as Attachment A shall constitute the maximum amount due the Contractor under this Contract. The Contract 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 Contractor that are allowable.
5. Contract Attachment A is deleted in its entirety and replaced with the new Attachment A attached hereto.
6. Contract Attachment A-1 is deleted in its entirety.
7. Contract Attachment A-2 is deleted in its entirety.

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

Amendment Effective Date. The revisions set forth herein shall be effective July 1, 2024. All other terms and conditions of this Contract not expressly amended herein shall remain in full force and effect.

IN WITNESS WHEREOF,

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

*Sheila D. J. Calloway* April 1, 2024  
SHEILA D. J. CALLOWAY, JUVENILE COURT JUDGE DATE

APPROVED AS TO AVAILABILITY OF FUNDS:

*Kevin Crumbo/mfw* 5/6/2024 | 12:10 PM CDT  
DIRECTOR, DEPARTMENT OF FINANCE DATE

APPROVED AS TO RISK AND INSURANCE:

*Balaguna Cole* 5/7/2024 | 12:00 PM CDT  
DIRECTOR OF INSURANCE DATE

APPROVED AS TO FORM AND LEGALITY:

*Courtney Mohan* 5/7/2024 | 11:55 AM CDT  
METROPOLITAN ATTORNEY DATE

ATTEST:

\_\_\_\_\_  
METROPOLITAN CLERK DATE

\_\_\_\_\_  
FREDDIE O'CONNELL, METROPOLITAN MAYOR DATE 2

**DEPARTMENT OF HUMAN SERVICES:**

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**CLARENCE H. CARTER, COMMISSIONER**

**DATE**

## ATTACHMENT A

PAGE 1

<b>GRANT BUDGET</b>				
<b>Davidson County - Parental Assistance Court</b>				
The grant budget line-item amounts below shall be applicable only to expenses incurred during the period beginning July 1, 2021, and ending June 30, 2025.				
	<b>EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup></b>	<b>GRANT CONTRACT</b>	<b>GRANTEE PARTICIPATION</b>	<b>TOTAL PROJECT</b>
	Salaries <sup>2</sup>	\$756,626.82	\$389,777.46	\$1,146,404.28
	Benefits & Taxes	\$269,570.79	\$138,869.82	\$408,440.61
	Professional Fees/Grant & Awards <sup>2</sup>	\$2,574.00	\$1,326.00	\$3,900.00
	Supplies	\$4,529.37	\$2,333.31	\$6,862.68
	Telephone	\$9,216.00	\$4,747.64	\$13,963.64
	Postage & Shipping	\$0.00	\$0.00	\$0.00
	Occupancy	\$0.00	\$0.00	\$0.00
	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
	Printing & Publications	\$0.00	\$0.00	\$0.00
	Travel, Conferences & Meetings <sup>2</sup>	\$5,827.80	\$3,002.20	\$8,830.00
	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
	Insurance	\$0.00	\$0.00	\$0.00
	Specific Assistance To Individuals <sup>2</sup>	\$0.00	\$0.00	\$0.00
	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
	Indirect Cost (% and method)	\$104,544.06	\$53,856.02	\$158,400.08
	In-Kind Expense	\$0.00	\$0.00	\$0.00
	<b>GRAND TOTAL</b>	<b>\$1,152,888.84</b>	<b>\$593,912.45</b>	<b>\$1,746,801.29</b>

<sup>1</sup> Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at: <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

**Attachment A**

Page 2

**GRANT BUDGET LINE-ITEM DETAIL:**

<b>SALARIES</b>	<b>AMOUNT</b>
Probation Officers and Program Staff	\$1,146,404.28
<b>TOTAL</b>	<b>\$1,146,404.28</b>

<b>PROFESSIONAL FEE/ GRANT &amp; AWARD</b>	<b>AMOUNT</b>
Mediation Training and Certification	\$3,900.00
<b>TOTAL</b>	<b>\$3,900.00</b>

<b>TRAVEL/CONFERENCES &amp; MEETINGS</b>	<b>AMOUNT</b>
Mileage	\$1,830.00
AFCC Conferences and Staff Training	\$7,000.00
<b>TOTAL</b>	<b>\$8,830.00</b>


**Certificate Of Completion**

Envelope Id: 08BF2F7D93DF4C7E891E4F8F7F6535E0	Status: Completed
Subject: Complete with DocuSign: JuvenileCourt-ParentalAssistanceCourt22 Amend3 Ready.pdf	
Source Envelope:	
Document Pages: 9	Signatures: 6
Certificate Pages: 15	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld 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
5/6/2024 11:13:32 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
Amanda Brown		Sent: 5/6/2024 11:18:52 AM
Amanda.Brown@nashville.gov		Viewed: 5/6/2024 11:19:24 AM
Security Level: Email, Account Authentication (None)		Signed: 5/6/2024 11:19:31 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

**Electronic Record and Signature Disclosure:**  
 Accepted: 5/6/2024 11:19:24 AM  
 ID: f3971e51-739e-4ea1-94fd-c710bd0f3640

Aaron Pratt		Sent: 5/6/2024 11:19:33 AM
Aaron.Pratt@nashville.gov		Viewed: 5/6/2024 11:54:07 AM
Security Level: Email, Account Authentication (None)		Signed: 5/6/2024 11:54:22 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 98.193.173.136	
	Signed using mobile	

**Electronic Record and Signature Disclosure:**  
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 ID: 974d29fd-362d-4f79-afbe-da5edf316c69

Kevin Crumbo/mjw		Sent: 5/6/2024 11:54:23 AM
MaryJo.Wiggins@nashville.gov		Viewed: 5/6/2024 12:09:24 PM
Security Level: Email, Account Authentication (None)		Signed: 5/6/2024 12:10:58 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 45.231.170.203	
	Signed using mobile	

**Electronic Record and Signature Disclosure:**  
 Accepted: 5/6/2024 12:09:24 PM  
 ID: cf970abe-2f1e-4b63-b83a-2b52f541a967

Courtney Mohan		Sent: 5/6/2024 12:10:59 PM
Courtney.Mohan@nashville.gov		Viewed: 5/7/2024 11:43:50 AM
Security Level: Email, Account Authentication (None)		Signed: 5/7/2024 11:55:47 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.144	



Signer Events	Signature	Timestamp
<b>Electronic Record and Signature Disclosure:</b> Accepted: 5/7/2024 11:43:50 AM ID: 1613e2fb-8e26-409d-887f-f1161113e102		
Balogun Cobb balogun.cobb@nashville.gov Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.144	Sent: 5/7/2024 11:55:49 AM Viewed: 5/7/2024 11:59:39 AM Signed: 5/7/2024 12:00:58 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 5/7/2024 11:59:39 AM  
 ID: 39375de0-0fb8-4873-803e-b8ac1f1f001a

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Danielle Godin Danielle.Godin@nashville.gov Security Level: Email, Account Authentication (None)	<div style="border: 2px solid blue; padding: 5px; text-align: center; color: blue; font-weight: bold; font-size: 1.2em;">COPIED</div>	Sent: 5/7/2024 12:00:59 PM Viewed: 5/7/2024 12:26:20 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Sally Palmer sally.palmer@nashville.gov Security Level: Email, Account Authentication (None)	<div style="border: 2px solid blue; padding: 5px; text-align: center; color: blue; font-weight: bold; font-size: 1.2em;">COPIED</div>	Sent: 5/7/2024 12:01:00 PM Viewed: 5/7/2024 12:04:26 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 5/7/2024 10:50:14 AM ID: 5d14f357-43a8-4bf2-b97b-0eae7123468e		

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/6/2024 11:18:53 AM
Certified Delivered	Security Checked	5/7/2024 11:59:39 AM
Signing Complete	Security Checked	5/7/2024 12:00:58 PM
Completed	Security Checked	5/7/2024 12:01:00 PM

Payment Events	Status	Timestamps
<b>Electronic Record and Signature Disclosure</b>		