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## GRANT SUMMARY SHEET

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**Grant Name:** CPN Music Visual Arts 24

**Department:** PARKS & RECREATION

**Grantor:** Creative Parks 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:**

CPN Music Visual Arts 2023 grant. This in-kind grant from Creative Parks Nashville provides equipment for support and expansion of the Music and Visual Arts programs at Centennial Performing Arts Center (CPAS) and Metro Parks Community Centers. The estimated value of the in-kind grant is \$12,500.00. No match or any obligation to Metro or Parks. No money will be coming to Parks. All equipment will be paid for directly by Creative Parks Nashville.

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

N/A.

### 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	
PARKS & RECREATION	040	Alan Enzo			862-8400	862-8414	
Grant Name:		CPN Music Visual Arts 24					
Grantor:		CREATIVE PARKS NASHVILLE			Other:		
Grant Period From:		07/18/23		(applications only) Anticipated Application Date:			
Grant Period To:				(applications only) Application Deadline:			
Funding Type:		OTHER		Multi-Department Grant		<input type="checkbox"/> If yes, list below.	
Pass-Thru:				Outside Consultant Project:		<input type="checkbox"/>	
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 #		N/A		Is Council approval required?		<input checked="" type="checkbox"/>	
Project Description:		Applic. Submitted Electronically? <input type="checkbox"/>					
<p>CPN Music Visual Arts 2023 grant. This in-kind grant from Creative Parks Nashville provides equipment for support and expansion of the Music and Visual Arts programs at Centennial Performing Arts Center (CPAS) and Metro Parks Community Centers. The estimated value of the in-kind grant is \$12,500.00. No match or any obligation to Metro or Parks. No money will be coming to Parks. All equipment will be paid for directly by Creative Parks Nashville.</p>							
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: <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?		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		20.51%		Indirect Cost of Grant to Metro:		\$0.00	
*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	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	
Yr 2	FY__										
Yr 3	FY__										
Yr 4	FY__										
Yr 5	FY__										
<b>Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
Date Awarded:				05/22/23		Tot. Awarded:		\$0.00		Contract#: LETTER	
(or) Date Denied:						Reason:					
(or) Date Withdrawn:						Reason:					



May 22, 2023

ATTN: Metro Nashville Board of Parks and Recreation

RE: Donation of equipment to Metro Parks Music and Metro Parks  
Visual Arts



Creative Parks Nashville requests the Metro Nashville Board of Parks and Recreation to accept an in-kind grant of equipment valued at \$12,500 for support and expansion of the Music and Visual Arts programs.

- \$4,000 for portable, electric piano keyboards. This equipment will allow Metro Parks Music to offer free and fee-based group piano classes for youth, adults and senior adults at CPAS and Metro Parks Community Centers.
- \$8,500 for a Clay Mixer machine which will provide a fast and efficient way of reprocessing scrap clay into a usable consistency. This clay can then be used to support free youth and senior adult programs and for resale to adult students.

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

Sincerely,

A handwritten signature in black ink that reads "Michelle Craine". The signature is fluid and cursive.

Michelle Craine, President  
Creative Parks Nashville

JOHN COOPER, 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](http://www.nashville.gov/parks)

Monique Horton Odom, Director

June 6, 2023

Ms. Michelle Craine  
Creative Parks Nashville  
526 Hickory Trail Drive  
Nashville, TN 37209-5602

Dear Ms. Craine:

The Parks Board, at its meeting held Tuesday, June 6, 2023, accepted an in-kind grant of equipment from Creative Parks Nashville approximately valued at \$12,500 for support and expansion of the Music and Visual Arts programs.

Please note there is no required match or other obligation by Parks associated with this donation.

If further information is needed regarding the donation process, please contact Mr. Stevon Neloms of my staff; he 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: Stevon Neloms  
Chinita White  
Alan Enzo

*"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. CPN Music Visual Arts 2024**

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

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
Department

  
\_\_\_\_\_  
Date

**APPROVED AS TO AVAILABILITY  
OF FUNDS:**

  
\_\_\_\_\_  
Director of Finance

6/29/2023 | 12:29 PM CDT  
\_\_\_\_\_  
Date

**APPROVED AS TO RISK AND INSURANCE:**

  
\_\_\_\_\_  
Director of Insurance

6/29/2023 | 1:36 PM CDT  
\_\_\_\_\_  
Date

**APPROVED AS TO FORM AND  
LEGALITY:**

  
\_\_\_\_\_  
Metropolitan Attorney

6/29/2023 | 1:30 PM CDT  
\_\_\_\_\_  
Date

**FILED:**

\_\_\_\_\_  
Metropolitan Clerk

\_\_\_\_\_  
Date

**Certificate Of Completion**

Envelope Id: D4F8D9E134304B78BD4E20D83D16169B	Status: Completed
Subject: Complete with DocuSign: Parks - CPN Music Visual Arts 24 Ready.pdf	
Source Envelope:	
Document Pages: 7	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

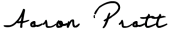
**Record Tracking**

Status: Original	Holder: Juanita Paulson	Location: DocuSign
6/28/2023 7:26:32 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
Brittany Bryant		Sent: 6/28/2023 7:33:41 AM
brittany.bryant@nashville.gov		Viewed: 6/29/2023 12:01:06 PM
Security Level: Email, Account Authentication (None)		Signed: 6/29/2023 12:02:28 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	


**Electronic Record and Signature Disclosure:**  
 Accepted: 6/29/2023 12:01:06 PM  
 ID: 594d1066-0481-4cb5-a67e-1456b06d9926

Aaron Pratt		Sent: 6/29/2023 12:02:29 PM
Aaron.Pratt@nashville.gov		Viewed: 6/29/2023 12:11:02 PM
Security Level: Email, Account Authentication (None)		Signed: 6/29/2023 12:11:06 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: 6/29/2023 12:11:07 PM
Kelly.Flannery@nashville.gov		Viewed: 6/29/2023 12:29:37 PM
Security Level: Email, Account Authentication (None)		Signed: 6/29/2023 12:29:47 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.100	

**Electronic Record and Signature Disclosure:**  
 Accepted: 6/29/2023 12:29:37 PM  
 ID: 460b7972-961a-4fde-8701-ac7a6d555956

Courtney Mohan		Sent: 6/29/2023 12:29:48 PM
Courtney.Mohan@nashville.gov		Viewed: 6/29/2023 1:21:42 PM
Security Level: Email, Account Authentication (None)		Signed: 6/29/2023 1:30:12 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 99.83.46.149	

**Electronic Record and Signature Disclosure:**

Signer Events	Signature	Timestamp
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Accepted: 6/29/2023 1:21:42 PM  
ID: 015998d4-4479-4a8e-bf5a-c56aaf73fcda

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

*Balogun Cobb*

Sent: 6/29/2023 1:30:14 PM  
Viewed: 6/29/2023 1:35:55 PM  
Signed: 6/29/2023 1:36:04 PM

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

**Electronic Record and Signature Disclosure:**  
Accepted: 6/29/2023 1:35:55 PM  
ID: 0d95eea2-9142-4619-bccd-6e7237bf2959

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: 6/29/2023 1:36:06 PM  
Viewed: 6/29/2023 4:24:53 PM

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

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

**COPIED**

Sent: 6/29/2023 1:36:07 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 6/29/2023 8:18:58 AM  
ID: d03d98e7-6e98-48f3-82e9-eb8fdb316f3a

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	6/28/2023 7:33:41 AM
Certified Delivered	Security Checked	6/29/2023 1:35:55 PM
Signing Complete	Security Checked	6/29/2023 1:36:04 PM
Completed	Security Checked	6/29/2023 1:36:07 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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