

GRANT SUMMARY SHEET

Grant Name: Re-Entry VOCA Cherished H.E.A.R.T.S. 21-23

Department: GENERAL SESSIONS CT

Grantor: U.S. DEPARTMENT OF JUSTICE

**Pass-Through Grantor
(If applicable):** TENN. DEPT. OF FIN. & ADMIN.

Total Award this Action: \$250,000.00

Cash Match \$62,500.00

Department Contact: Judge Ana L. Escobar
880-3712

Status: NEW

Program Description:

The General Session Treatment Court Cherished H.E.A.R.T.S. has requested funding to hire a full-time Licensed Clinical Counselor, subcontract with Sexual Assault Center to provide therapy to participants and to pay for up to three months of housing for participants at their commencement of the program. Cherished H.E.A.R.T.S. has been established to reduce the psychological harm of traditional court for justice involved victims of sexual trauma. Cherished H.E.A.R.T.S., along with its Community Collaborators, will provide wraparound services to each participant. Each participant is provided housing assistance for the initial three months of the program, along with individual and group counseling. Participants will be prepared for re-entry into their family and community by maintaining their sobriety and establishing a self-sufficient lifestyle.

Plan for continuation of services upon grant expiration:

Cherished H.E.A.R.T.S. will collaborate with the creation of the Human Trafficking Court Survivors Foundation, a public interest group that will assist in and advocate for funding at the legislative, corporate, public, and private philanthropy levels so that support can be established in the future.

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					
GENERAL SESSIONS CT	27	Judge Ana L. Escobar			880-3712						
Grant Name:		Re-Entry VOCA Cherished H.E.A.R.T.S. 21-23									
Grantor:		U.S. DEPARTMENT OF JUSTICE				Other:					
Grant Period From:		05/01/21		(applications only) Anticipated Application Date:							
Grant Period To:		06/30/23		(applications only) Application Deadline:							
Funding Type:		FED PASS THRU		Multi-Department Grant		<input type="checkbox"/> If yes, list below.					
Pass-Thru:		TENN. DEPT. OF FIN. & ADMIN.		Outside Consultant Project:		<input type="checkbox"/>					
Award Type:		COMPETITIVE		Total Award:		\$250,000.00					
Status:		NEW		Metro Cash Match:		\$62,500.00					
Metro Category:		New Initiative		Metro In-Kind Match:		\$0.00					
CFDA #		16.575		Is Council approval required?		<input checked="" type="checkbox"/>					
Project Description:		Applic. Submitted Electronically? <input checked="" type="checkbox"/>									
<p>The General Session Treatment Court Cherished H.E.A.R.T.S. has requested funding to hire a full-time Licensed Clinical Counselor, subcontract with Sexual Assault Center to provide therapy to participants and to pay for up to three months of housing for participants at their commencement of the program. Cherished H.E.A.R.T.S. has been established to reduce the psychological harm of traditional court for justice involved victims of sexual trauma. Cherished H.E.A.R.T.S., along with its Community Collaborators, will provide wraparound services to each participant. Each participant is provided housing assistance for the initial three months of the program, along with individual and group counseling. Participants will be prepared for re-entry into their family and community by maintaining their sobriety and establishing a self-sufficient lifestyle.</p>											
Plan for continuation of service after expiration of grant/Budgetary Impact:											
Cherished H.E.A.R.T.S. will collaborate with the creation of the Human Trafficking Court Survivors Foundation, a public interest group that will assist in and advocate for funding at the legislative, corporate, public, and private philanthropy levels so that support can be established in the future.											
How is Match Determined?											
Fixed Amount of \$		\$0.00		or		20.0% % of Grant		Other: <input type="checkbox"/>			
Explanation for "Other" means of determining match:											
N/A											
For this Metro FY, how much of the required local Metro cash match:											
Is already in department budget?				Fund		10101		Business Unit		27101000 & 27103021	
Is not budgeted?				Proposed Source of Match: Salaries for Judges and Probation							
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)											
Other:											
Number of FTEs the grant will fund:				1.00		Actual number of positions added:		1.00			
Departmental Indirect Cost Rate				25.00%		Indirect Cost of Grant to Metro:		\$62,500.00			
*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	FY21	\$19,727.00			\$4,932.00	27101000 & 27103021	\$0.00	\$24,659.00	\$4,931.75	\$0.00	
Yr 2	FY22	\$100,000.00			\$25,000.00	27101000 & 27103021	\$0.00	\$125,000.00	\$25,000.00	\$0.00	
Yr 3	FY23	\$130,273.00			\$32,568.00	27101000 & 27103021	\$0.00	\$162,841.00	\$32,568.25		
Yr 4											
Yr 5											
Total		\$250,000.00	\$0.00	\$0.00	\$62,500.00		\$0.00	\$312,500.00	\$62,500.00	\$0.00	
Date Awarded:				04/27/21	Tot. Awarded:		\$250,000.00	Contract#:		N/A	
(or) Date Denied:					Reason:						
(or) Date Withdrawn:					Reason:						

Contact: trinity.weathersby@nashville.gov
vaughn.wilson@nashville.gov

GCP Rec'd
04/28/21

GCP Approved
04/28/21

VW

MEMORANDUM

TO: Veronica Coleman, Fiscal Director
Office of Business and Finance

FROM: Jennifer Brinkman, Director
Office of Criminal Justice Programs

CC: Daina Moran, Deputy Director
Ronald G. Williams, Asst. Director; Quality Assurance
Wendy Heath, Asst. Director; Fiscal

DATE: April 21, 2021

SUBJECT: Distribution of Grant Funds

OCJP respectfully submits the enclosed completed contract under a DGA for processing and entering into Edison.

Grant Award Type: **VOCA**

DGA #: **65397 – VOCA(End-6/30/2025)**

Authorized Agency: **Metropolitan Government of Nashville and Davidson County** Edison ID#: **NEW**

County Location: **19000**

Category #: **VOCA All 93140000 Support Services**

This grant has met all the requirements to receive grant funds as determined by the Office of Criminal Justice Programs, Department of Finance and Administration.

This grant includes indirect costs: Yes No

This grant includes a match waiver: Yes No

If yes, is it a Full Match Waiver or a Partial Match Waiver (10%) and is applied to:

Fiscal Year			
Federal Amount			
Match Amount			

For questions or assistance regarding this contract, please contact **Susan Canon** at Susan.Canon@tn.gov or (615) 532-0058.

STATE AGENCIES ONLY

Match Source (select all that apply):

Cash In-kind Miscellaneous Appropriations

Positions (if applicable):

Number of Full-time: _____ Number of Part-time: _____

POST OBF PROCESSING:

Signed Grant Contract Attached to Edison DGA Transactional Page:

Attached By (Initials): _____ Date Attached: _____



GOVERNMENTAL GRANT CONTRACT

(cost reimbursement grant contract with a federal or Tennessee local governmental entity or their agents and instrumentalities)

Begin Date 5/1/2021	End Date 6/30/2023	Agency Tracking # -	Edison ID
Grantee Legal Entity Name Metropolitan Government of Nashville and Davidson County			Edison Vendor ID 4
Subrecipient or Contractor <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Contractor		CFDA #16.575 Grantee's fiscal year end June 30	
Service Caption (one line only) VOCA, Adult Re-entry			
Funding —			
FY	State	Federal	Interdepartmental
		Other	TOTAL Grant Contract Amount
2021		\$19,727.00	\$19,727.00
2022		\$100,000.00	\$100,000.00
2023		\$130,273.00	\$130,273.00
TOTAL:		\$250,000.00	\$250,000.00
Grantee Selection Process Summary			
<input checked="" type="checkbox"/> Competitive Selection		The Competitive Selection process utilized was as per the DGA.	
<input type="checkbox"/> Non-competitive Selection			
Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.		<i>CPO USE - GG</i>	
Speed Chart (optional) FA00003101		Account Code (optional) County - 71301000	

**GRANT CONTRACT
BETWEEN THE STATE OF TENNESSEE,
OFFICE OF CRIMINAL JUSTICE PROGRAMS
AND
METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

This grant contract ("Grant Contract"), by and between the State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs, hereinafter referred to as the "State" or the "Grantor State Agency" and Grantee Metropolitan Government of Nashville and Davidson County, hereinafter referred to as the "Grantee," is for the provision of administering federal grant funds for the improvement of the criminal justice system as required by the Victim of Crime Act of 1984 (VOCA) CFDA number 16.575, as further defined in the "SCOPE OF SERVICES AND DELIVERABLES."

Grantee Edison Vendor ID # 4

A. SCOPE OF SERVICES AND DELIVERABLES:

- A.1. The Grantee shall provide the scope of services and deliverables ("Scope") as required, described, and detailed in this Grant Contract.
- A.2. The Grantee shall comply with and perform all services, functions, and/or requirements as stated in the grantee's application under which this Grant Contract is awarded, and that is hereby incorporated into this Grant Contract as Attachment A, attached hereto.
- A.3. The Grantee shall comply with all reporting requirements described in the Grantee's application, in correspondence from the Office of Criminal Justice Programs, and in the Office of Criminal Justice Programs Administrative Manual located on the website at <https://www.tn.gov/finance/office-of-criminal-justice-programs/ocjp/ocjp-grants-manual.html>.
- A.4. The Grantee shall comply with all other requirements described in the Grantee's application and in the Office of Criminal Justice Programs Administrative Manual located on the website at <https://www.tn.gov/finance/office-of-criminal-justice-programs/ocjp/ocjp-grants-manual.html> . The Grantee agrees to comply with any changes in requirements made in the manual and/or identified in correspondence from the Office of Criminal Justice Programs.
- A.5. The purpose of the VOCA program is to support the provision of services to victims of crime. Priority will be given to victims of child abuse, domestic violence, sexual assault, and victims of violent crime who were "previously underserved".
1. For the purpose of these Program Guidelines, services are defined as those efforts that:
 - a. Respond to the emotional, psychological and physical needs of crime victims.
 - b. Assist victims of crime to stabilize their lives after victimization.
 - c. Assist victims to understand and participate in the criminal justice system.
 - d. Restore a measure of security and safety to the victim.
 2. The Grantee will gather and maintain data relating to grant project activities and program performance as required by the Office of Criminal Justice Programs. The data collected should support the information submitted on required reports.
 3. The Grantee is responsible for quarterly and annual reporting of output and performance measurement data on their projects to OCJP using the report forms available for their

VOCA funded project. The Grantee is required to complete a sub-grant award report (SAR) annually for the life of the project.

- A.6. Incorporation of Additional Documents. Each of the following documents is included as a part of this Grant Contract by reference or attachment. In the event of a discrepancy or ambiguity regarding the Grantee's duties, responsibilities, and performance hereunder, these items shall govern in order of precedence below.
- a. this Grant Contract document with any attachments or exhibits (excluding the items listed at subsections b. and c., below);
 - b. the State grant proposal solicitation as may be amended, if any;
 - c. the Grantee's proposal (Attachment A) incorporated to elaborate supplementary scope of services specifications.
- A.7. Incorporation of Federal Award Identification Worksheet. The federal award identification worksheet, which appears as Attachment B, is incorporated in this Grant Contract.

B. TERM OF CONTRACT:

- B.1. This Grant Contract shall be effective on 5/1/2021 ("Effective Date") and extend for a period of Twenty Six (26) months after the Effective Date ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.
- B.2. Term Extension. It is understood and agreed that the State may extend the Term an additional period of time, not to exceed three hundred-sixty-five (365) days beyond the expiration date of this Grant Contract, under the same terms and conditions. In no event, however, shall the maximum Term, including all extensions or renewals, exceed a total of sixty (60) months.

C. PAYMENT TERMS AND CONDITIONS:

- C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Two Hundred Fifty Thousand Dollars (\$250,000.00) ("Maximum Liability"). The Grant Budget attached and incorporated as Attachment A-1 for fiscal year 2021, Attachment A-1 for fiscal year 2022, and Attachment A-1 for fiscal year 2023, is the maximum amount due the Grantee under this Grant Contract. The Grant 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 Grantee.
- C.2. Compensation Firm. The Maximum Liability of the State is not subject to escalation for any reason unless amended. The Grant Budget amounts are firm for the duration of the Grant Contract and are not subject to escalation for any reason unless amended, except as provided in Section C.6.
- C.3. Payment Methodology. The Grantee shall be reimbursed for actual, reasonable, and necessary costs based upon the Grant 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 Grant Contract, the Grantee shall submit invoices prior to any reimbursement of allowable costs.
- C.4. Travel Compensation. Reimbursement to the Grantee for travel, meals, or lodging shall be subject to amounts and limitations specified in the "State Comprehensive Travel Regulations," as they are amended from time to time, and shall be contingent upon and limited by the Grant Budget funding for said reimbursement.
- C.5. Invoice Requirements. The Grantee shall invoice the State no more often than monthly, with all necessary supporting documentation, and present such to:

Tennessee Department of Finance and Administration
 Office of Business and Finance
 Attention: Invoicing
 312 Rosa L. Parks Avenue, Suite 2000
 Nashville, TN 37243
OBF.Grants@tn.gov

- a. Each invoice shall clearly and accurately detail all of the following required information (calculations must be extended and totaled correctly).
- (1) Invoice/Reference Number (assigned by the Grantee).
 - (2) Invoice Date.
 - (3) Invoice Period (to which the reimbursement request is applicable).
 - (4) Grant Contract Number (assigned by the State).
 - (5) Grantor: Department of Finance and Administration, Office of Criminal Justice Programs.
 - (6) Grantor Number (assigned by the Grantee to the above-referenced Grantor).
 - (7) Grantee Name.
 - (8) Grantee Tennessee Edison Registration ID Number Referenced in Preamble of this Grant Contract.
 - (9) Grantee Remittance Address.
 - (10) Grantee Contact for Invoice Questions (name, phone, or fax).
 - (11) Itemization of Reimbursement Requested for the Invoice Period— it must detail, at minimum, all of the following:
 - i. The amount requested by Grant Budget line-item (including any travel expenditure reimbursement requested and for which documentation and receipts, as required by "State Comprehensive Travel Regulations," are attached to the invoice).
 - ii. The amount reimbursed by Grant Budget line-item to date.
 - iii. The total amount reimbursed under the Grant Contract to date.
 - iv. The total amount requested (all line-items) for the Invoice Period.
- b. The Grantee understands and agrees to all of the following.
- (1) An invoice under this Grant Contract shall include only reimbursement requests for actual, reasonable, and necessary expenditures required in the delivery of service described by this Grant Contract and shall be subject to the Grant Budget and any other provision of this Grant Contract relating to allowable reimbursements.
 - (2) An invoice under this Grant Contract shall not include any reimbursement request for future expenditures.
 - (3) An invoice under this Grant Contract shall initiate the timeframe for reimbursement only when the State is in receipt of the invoice, and the invoice meets the minimum requirements of this section C.5.
- C.6. Budget Line-items. Expenditures, reimbursements, and payments under this Grant Contract shall adhere to the Grant Budget. The Grantee may vary from a Grant Budget line-item amount by up to twenty percent (20%) of the line-item amount, provided that any increase is off-set by an equal reduction of other line-item amount(s) such that the net result of variances shall not increase the total Grant Contract amount detailed by the Grant Budget. Any increase in the Grant Budget, grand total amounts shall require an amendment of this Grant Contract.
- C.7. Disbursement Reconciliation and Close Out. The Grantee shall submit any final invoice and a grant disbursement reconciliation report within forty-five (45) days of the Grant Contract end date and in form and substance acceptable to the State.

- a. The Grant Budget specifies a Grantee Match Requirement and the final grant disbursement reconciliation report shall detail all Grantee expenditures recorded to meet said requirement.
 - i. No Grantee expenditure shall be recorded and reported toward meeting a Grantee Match Requirement of more than one grant contract with the state of Tennessee.
 - ii. The final grant disbursement reconciliation report shall specifically detail the exact amount of any Grantee failure to meet a Match Requirement, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the Grant Budget column "Grant Contract," shall be reduced by the amount that the Grantee failed to contribute to the Total Project as budgeted.
 - b. If total disbursements by the State pursuant to this Grant Contract exceed the amounts permitted by Section C of this Grant Contract (including any adjustment pursuant to subsection a.ii. above), the Grantee shall refund the difference to the State. The Grantee shall submit said refund with the final grant disbursement reconciliation report.
 - c. The State shall not be responsible for the payment of any invoice submitted to the State after the grant disbursement reconciliation report. The State will not deem any Grantee costs submitted for reimbursement after the grant disbursement reconciliation report to be allowable and reimbursable by the State, and such invoices will NOT be paid.
 - d. The Grantee's failure to provide a final grant disbursement reconciliation report to the state as required shall result in the Grantee being deemed ineligible for reimbursement under this Grant Contract, and the Grantee shall be required to refund any and all payments by the state pursuant to this Grant Contract.
 - e. The Grantee must close out its accounting records at the end of the Term in such a way that reimbursable expenditures and revenue collections are NOT carried forward.
- C.8. Indirect Cost. Should the Grantee request reimbursement for indirect costs, the Grantee must submit to the State a copy of the indirect cost rate approved by the cognizant federal agency or the cognizant state agency, as applicable. The Grantee will be reimbursed for indirect costs in accordance with the approved indirect cost rate and amounts and limitations specified in the attached Grant Budget. Once the Grantee makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the Term. Any changes in the approved indirect cost rate must have prior approval of the cognizant federal agency or the cognizant state agency, as applicable. If the indirect cost rate is provisional during the Term, once the rate becomes final, the Grantee agrees to remit any overpayment of funds to the State, and subject to the availability of funds the State agrees to remit any underpayment to the Grantee.
- C.9. Cost Allocation. If any part of the costs to be reimbursed under this Grant Contract are joint costs involving allocation to more than one program or activity, such costs shall be allocated and reported in accordance with the provisions of Department of Finance and Administration Policy Statement 03 or any amendments or revisions made to this policy statement during the Term.
- C.10. Payment of Invoice. A payment by the State shall not prejudice the State's right to object to or question any reimbursement, invoice, or related matter. A payment by the State shall not be construed as acceptance of any part of the work or service provided or as approval of any amount as an allowable cost.

- C.11. Non-allowable Costs. Any amounts payable to the Grantee shall be subject to reduction for amounts included in any invoice or payment that are determined by the State, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs.
- C.12. State's Right to Set Off. The State reserves the right to set off or deduct from amounts that are or shall become due and payable to the Grantee under this Grant Contract or under any other agreement between the Grantee and the State of Tennessee under which the Grantee has a right to receive payment from the State.
- C.13. Prerequisite Documentation. The Grantee shall not invoice the State under this Grant Contract until the State has received the following, properly completed documentation.
- a. The Grantee shall complete, sign, and return to the State an "Authorization Agreement for Automatic Deposit (ACH Credits) Form" provided by the State. By doing so, the Grantee acknowledges and agrees that, once this form is received by the State, all payments to the Grantee under this or any other grant contract will be made by automated clearing house ("ACH").
 - b. The Grantee shall complete, sign, and return to the State the State-provided W-9 form. The taxpayer identification number on the W-9 form must be the same as the Grantee's Federal Employer Identification Number or Social Security Number referenced in the Grantee's Edison registration information.

D. STANDARD TERMS AND CONDITIONS:

- D.1. Required Approvals. The State is not bound by this Grant Contract until it is signed by the parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this Grant Contract, the 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).
- D.2. Modification and Amendment. This Grant Contract may be modified only by a written amendment signed by all parties and approved by the officials who approved the Grant Contract and, depending upon the specifics of the Grant Contract as amended, any additional officials required by Tennessee laws and regulations (the 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).
- D.3. Termination for Convenience. The State may terminate this Grant Contract without cause for any reason. A termination for convenience shall not be a breach of this Grant Contract by the State. The State shall give the Grantee at least thirty (30) days written notice before the effective termination date. The Grantee shall be entitled to compensation for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the State be liable to the Grantee for compensation for any service that has not been rendered. The final decision as to the amount for which the State is liable shall be determined by the State. The Grantee shall not have any right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount for the State's exercise of its right to terminate for convenience.
- D.4. Termination for Cause. If the Grantee fails to properly perform its obligations under this Grant Contract, or if the Grantee violates any terms of this Grant Contract, the State shall have the right to immediately terminate this Grant Contract and withhold payments in excess of fair compensation for completed services. Notwithstanding the exercise of the State's right to terminate this Grant Contract for cause, the Grantee shall not be relieved of liability to the State for damages sustained by virtue of any breach of this Grant Contract by the Grantee.

- D.5. Subcontracting. The Grantee shall not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of the State. If such subcontracts are approved by the State, each shall contain, at a minimum, sections of this Grant Contract pertaining to "Conflicts of Interest," "Lobbying," "Nondiscrimination," "Public Accountability," "Public Notice," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Grantee shall remain responsible for all work performed.
- D.6. Conflicts of Interest. The Grantee warrants that no part of the total Grant Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Grantee in connection with any work contemplated or performed relative to this Grant Contract.
- D.7. Lobbying. The Grantee certifies, to the best of its knowledge and belief, that:
- a. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
 - b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
 - c. The Grantee shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352.

- D.8. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by email or facsimile transmission with recipient confirmation. All communications, regardless of method of transmission, shall be addressed to the respective party as set out below:

The State:
Susan Canon, Program Manager
Department of Finance and Administration
Office of Criminal Justice Programs
312 Rosa L. Parks Avenue, Suite 1800
Nashville, Tennessee 37243-1102
Email: Susan.Canon@tn.gov
Telephone # (615) 532-0058

The Grantee:

Grace Guerra Woolbright, Court Officer
General Sessions Court III
408 2nd Avenue North, Suite 3110
Nashville, Tennessee 37219-3110
Email: GraceGWoolbright@jnsnashville.gov
Telephone # (615) 880-3712

A change to the above contact information requires written notice to the person designated by the other party to receive notice.

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- D.9. Subject to Funds Availability. This Grant Contract is subject to the appropriation and availability of State or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate this Grant Contract upon written notice to the Grantee. The State's right to terminate this Grant Contract due to lack of funds is not a breach of this Grant Contract by the State. Upon receipt of the written notice, the Grantee shall cease all work associated with the Grant Contract. Should such an event occur, the Grantee shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Grantee shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- D.10. Nondiscrimination. The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal, Tennessee State constitutional, or statutory law. The Grantee shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.11. HIPAA Compliance. The State and the Grantee shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Health Information Technology for Economic and Clinical Health Act (HITECH) and any other relevant laws and regulations regarding privacy (collectively the "Privacy Rules"). The obligations set forth in this Section shall survive the termination of this Grant Contract.
- a. The Grantee warrants to the State that it is familiar with the requirements of the Privacy Rules and will comply with all applicable HIPAA requirements in the course of this Grant Contract.
 - b. The Grantee warrants that it will cooperate with the State, including cooperation and coordination with State privacy officials and other compliance officers required by the Privacy Rules, in the course of performance of this Grant Contract so that both parties will be in compliance with the Privacy Rules.
 - c. The State and the Grantee will sign documents, including but not limited to business associate agreements, as required by the Privacy Rules and that are reasonably necessary to keep the State and the Grantee in compliance with the Privacy Rules. This provision shall not apply if information received by the State under this Grant Contract is NOT "protected health information" as defined by the Privacy Rules, or if the Privacy Rules permit the State to receive such information without entering into a business associate agreement or signing another such document.

- D.12. Public Accountability. If the Grantee is subject to Tenn. Code Ann. § 8-4-401 *et seq.*, or if this Grant Contract involves the provision of services to citizens by the Grantee on behalf of the State, the Grantee agrees to establish a system through which recipients of services may present grievances about the operation of the service program. The Grantee shall also display in a prominent place, located near the passageway through which the public enters in order to receive Grant supported services, a sign at least eleven inches (11") in height and seventeen inches (17") in width stating:

NOTICE: THIS AGENCY IS A RECIPIENT OF TAXPAYER FUNDING. IF YOU OBSERVE AN AGENCY DIRECTOR OR EMPLOYEE ENGAGING IN ANY ACTIVITY WHICH YOU CONSIDER TO BE ILLEGAL, IMPROPER, OR WASTEFUL, PLEASE CALL THE STATE COMPTROLLER'S TOLL-FREE HOTLINE: 1-800-232-5454.

The sign shall be on the form prescribed by the Comptroller of the Treasury. The Grantor State Agency shall obtain copies of the sign from the Comptroller of the Treasury, and upon request from the Grantee, provide Grantee with any necessary signs.

- D.13. Public Notice. All notices, informational pamphlets, press releases, research reports, signs, and similar public notices prepared and released by the Grantee in relation to this Grant Contract shall include the statement, "This project is funded under a grant contract with the State of Tennessee." All notices by the Grantee in relation to this Grant Contract shall be approved by the State.

- D.14. Licensure. The Grantee, its employees, and any approved subcontractor shall be licensed pursuant to all applicable federal, state, and local laws, ordinances, rules, and regulations and shall upon request provide proof of all licenses.

- D.15. Records. The Grantee and any approved subcontractor shall maintain documentation for all charges under this Grant Contract. The books, records, and documents of the Grantee and any approved subcontractor, insofar as they relate to work performed or money received under this Grant Contract, shall be maintained in accordance with applicable Tennessee law. In no case shall the records be maintained for a period of less than five (5) full years from the date of the final payment. The Grantee's records shall be subject to audit at any reasonable time and upon reasonable notice by the Grantor State Agency, the Comptroller of the Treasury, or their duly appointed representatives.

The records shall be maintained in accordance with Governmental Accounting Standards Board (GASB) Accounting Standards or the Financial Accounting Standards Board (FASB) Accounting Standards Codification, as applicable, and any related AICPA Industry Audit and Accounting guides.

In addition, documentation of grant applications, budgets, reports, awards, and expenditures will be maintained in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

Grant expenditures shall be made in accordance with local government purchasing policies and procedures and purchasing procedures for local governments authorized under state law.

The Grantee shall also comply with any recordkeeping and reporting requirements prescribed by the Tennessee Comptroller of the Treasury.

The Grantee shall establish a system of internal controls that utilize the COSO Internal Control - Integrated Framework model as the basic foundation for the internal control system. The Grantee shall incorporate any additional Comptroller of the Treasury directives into its internal control system.

Any other required records or reports which are not contemplated in the above standards shall follow the format designated by the head of the Grantor State Agency, the Central Procurement Office, or the Commissioner of Finance and Administration of the State of Tennessee.

- D.16. Monitoring. The Grantee's activities conducted and records maintained pursuant to this Grant Contract shall be subject to monitoring and evaluation by the State, the Comptroller of the Treasury, or their duly appointed representatives.
- D.17. Progress Reports. The Grantee shall submit brief, periodic, progress reports to the State as requested.
- D.18. Annual and Final Reports. The Grantee shall submit, within three (3) months of the conclusion of each year of the Term, an annual report. For grant contracts with a term of less than one (1) year, the Grantee shall submit a final report within three (3) months of the conclusion of the Term. For grant contracts with multiyear terms, the final report will take the place of the annual report for the final year of the Term. The Grantee shall submit annual and final reports to the Grantor State Agency. At minimum, annual and final reports shall include: (a) the Grantee's name; (b) the Grant Contract's Edison identification number, Term, and total amount; (c) a narrative section that describes the program's goals, outcomes, successes and setbacks, whether the Grantee used benchmarks or indicators to determine progress, and whether any proposed activities were not completed; and (d) other relevant details requested by the Grantor State Agency. Annual and final report documents to be completed by the Grantee shall appear on the Grantor State Agency's website or as an attachment to the Grant Contract.
- D.19. Audit Report. The Grantee shall be audited in accordance with applicable Tennessee law.
- If the Grantee is subject to an audit under this provision, then the Grantee shall complete Attachment C.
- When a federal single audit is required, the audit shall be performed in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.
- A copy of the audit report shall be provided to the Comptroller by the licensed, independent public accountant. Audit reports shall be made available to the public.
- D.20. Procurement. If other terms of this Grant Contract allow reimbursement for the cost of goods, materials, supplies, equipment, or contracted services, such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical. The Grantee shall maintain documentation for the basis of each procurement for which reimbursement is paid pursuant to this Grant Contract. In each instance where it is determined that use of a competitive procurement method is not practical, supporting documentation shall include a written justification for the decision and for use of a non-competitive procurement. If the Grantee is a subrecipient, the Grantee shall comply with 2 C.F.R. §§ 200.317—200.326 when procuring property and services under a federal award.
- The Grantee shall obtain prior approval from the State before purchasing any equipment under this Grant Contract.
- For purposes of this Grant Contract, the term "equipment" shall include any article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds five thousand dollars (\$5,000.00).
- D.21. Strict Performance. Failure by any party to this Grant Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this Grant Contract is not a waiver or relinquishment of any term, covenant, condition, or provision. No term or condition of this Grant Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties.
- D.22. Independent Contractor. The parties shall not act as employees, partners, joint venturers, or associates of one another in the performance of this Grant Contract. The parties acknowledge

that they are independent contracting entities and that nothing in this Grant Contract shall be construed to create a principal/agent relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.

- D.23. Limitation of State's Liability. The State shall have no liability except as specifically provided in this Grant Contract. In no event will the State be liable to the Grantee or any other party for any lost revenues, lost profits, loss of business, loss of grant funding, decrease in the value of any securities or cash position, time, money, goodwill, or any indirect, special, incidental, punitive, exemplary or consequential damages of any nature, whether based on warranty, contract, statute, regulation, tort (including but not limited to negligence), or any other legal theory that may arise under this Grant Contract or otherwise. The State's total liability under this Grant Contract (including any exhibits, schedules, amendments or other attachments to the Contract) or otherwise shall under no circumstances exceed the Maximum Liability originally established in Section C.1 of this Grant Contract. This limitation of liability is cumulative and not per incident.
- D.24. Force Majeure. "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party except to the extent that the non-performing party is at fault in failing to prevent or causing the default or delay, and provided that the default or delay cannot reasonably be circumvented by the non-performing party through the use of alternate sources, workaround plans or other means. A strike, lockout or labor dispute shall not excuse either party from its obligations under this Grant Contract. Except as set forth in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a default under this Grant Contract or grounds for termination. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. The occurrence of a Force Majeure Event affecting Grantee's representatives, suppliers, subcontractors, customers or business apart from this Grant Contract is not a Force Majeure Event under this Grant Contract. Grantee will promptly notify the State of any delay caused by a Force Majeure Event (to be confirmed in a written notice to the State within one (1) day of the inception of the delay) that a Force Majeure Event has occurred, and will describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event results in a delay in Grantee's performance longer than forty-eight (48) hours, the State may, upon notice to Grantee: (a) cease payment of the fees until Grantee resumes performance of the affected obligations; or (b) immediately terminate this Grant Contract or any purchase order, in whole or in part, without further payment except for fees then due and payable. Grantee will not increase its charges under this Grant Contract or charge the State any fees other than those provided for in this Grant Contract as the result of a Force Majeure Event.
- D.25. Tennessee Department of Revenue Registration. The Grantee shall comply with all applicable registration requirements contained in Tenn. Code Ann. §§ 67-6-601 – 608. Compliance with applicable registration requirements is a material requirement of this Grant Contract.
- D.26. Charges to Service Recipients Prohibited. The Grantee shall not collect any amount in the form of fees or reimbursements from the recipients of any service provided pursuant to this Grant Contract.
- D.27. State Interest in Equipment or Motor Vehicles. The Grantee shall take legal title to all equipment or motor vehicles purchased totally or in part with funds provided under this Grant Contract, subject to the State's equitable interest therein, to the extent of its *pro rata* share, based upon the State's contribution to the purchase price. The term "equipment" shall include any article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds five thousand dollars (\$5,000.00). The term "motor

vehicle” shall include any article of tangible personal property that is required to be registered under the “Tennessee Motor Vehicle Title and Registration Law”, Tenn. Code Ann. Title 55, Chapters 1-6.

As authorized by the Tennessee Uniform Commercial Code, Tenn. Code Ann. Title 47, Chapter 9 and the “Tennessee Motor Vehicle Title and Registration Law,” Tenn. Code Ann. Title 55, Chapters 1-6, the parties intend this Grant Contract to create a security interest in favor of the State in the equipment or motor vehicles acquired by the Grantee pursuant to the provisions of this Grant Contract. A further intent of this Grant Contract is to acknowledge and continue the security interest in favor of the State in the equipment or motor vehicles acquired by the Grantee pursuant to the provisions of this program’s prior year Grant Contracts between the State and the Grantee.

The Grantee grants the State a security interest in all equipment or motor vehicles acquired in whole or in part by the Grantee under this Grant Contract. This Grant Contract is intended to be a security agreement pursuant to the Uniform Commercial Code for any of the equipment or motor vehicles herein specified which, under applicable law, may be subject to a security interest pursuant to the Uniform Commercial Code, and the Grantee hereby grants the State a security interest in said equipment or motor vehicles. The Grantee agrees that the State may file this Grant Contract or a reproduction thereof, in any appropriate office, as a financing statement for any of the equipment or motor vehicles herein specified. Any reproduction of this or any other security agreement or financing statement shall be sufficient as a financing statement. In addition, the Grantee agrees to execute and deliver to the State, upon the State's request, any financing statements, as well as extensions, renewals, and amendments thereof, and reproduction of this Grant Contract in such form as the State may require to perfect a security interest with respect to said equipment or motor vehicles. The Grantee shall pay all costs of filing such financing statements and any extensions, renewals, amendments and releases thereof, and shall pay all reasonable costs and expenses of any record searches for financing statements the State may reasonably require. Without the prior written consent of the State, the Grantee shall not create or suffer to be created pursuant to the Uniform Commercial Code any other security interest in said equipment or motor vehicles, including replacements and additions thereto. Upon the Grantee's breach of any covenant or agreement contained in this Grant Contract, including the covenants to pay when due all sums secured by this Grant Contract, the State shall have the remedies of a secured party under the Uniform Commercial Code and, at the State's option, may also invoke the remedies herein provided.

The Grantee agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. The Grantee shall maintain a perpetual inventory system for all equipment or motor vehicles purchased with funds provided under this Grant Contract and shall submit an inventory control report which must include, at a minimum, the following:

- a. Description of the equipment or motor vehicles;
- b. Vehicle identification number;
- c. Manufacturer’s serial number or other identification number, when applicable;
- d. Acquisition date, cost, and check number;
- e. Fund source, State Grant number, or other applicable fund source identification;
- f. Percentage of state funds applied to the purchase;
- g. Location within the Grantee’s operations where the equipment or motor vehicles is used;
- h. Condition of the property or disposition date if Grantee no longer has possession;
- i. Depreciation method, if applicable; and
- j. Monthly depreciation amount, if applicable.

The Grantee shall tag equipment or motor vehicles with an identification number which is cross referenced to the equipment or motor vehicle item on the inventory control report. The Grantee shall inventory equipment or motor vehicles annually. The Grantee must compare the results of

the inventory with the inventory control report and investigate any differences. The Grantee must then adjust the inventory control report to reflect the results of the physical inventory and subsequent investigation.

The Grantee shall submit its inventory control report of all equipment or motor vehicles purchased with funding through this Grant Contract within thirty (30) days of its end date and in form and substance acceptable to the State. This inventory control report shall contain, at a minimum, the requirements specified above for inventory control. The Grantee shall notify the State, in writing, of any equipment or motor vehicle loss describing the reasons for the loss. Should the equipment or motor vehicles be destroyed, lost, or stolen, the Grantee shall be responsible to the State for the *pro rata* amount of the residual value at the time of loss based upon the State's original contribution to the purchase price.

Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at another time during the term of the Grant Contract, the Grantee shall request written approval from the State for any proposed disposition of equipment or motor vehicles purchased with Grant funds. All equipment or motor vehicles shall be disposed of in such a manner as the parties may agree from among alternatives approved by the Tennessee Department of General Services as appropriate and in accordance with any applicable federal laws or regulations.

- D.28. State and Federal Compliance. The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract. The U.S. Office of Management and Budget's Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is available here: http://www.ecfr.gov/cgi-bin/text-idx?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl
- D.29. Governing Law. This Grant Contract shall be governed by and construed in accordance with the laws of the State of Tennessee, without regard to its conflict or choice of law rules. The Grantee agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Grant Contract. The Grantee acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising there from, shall be subject to and limited to those rights and remedies, if any, available under Tenn. Code Ann. §§ 9-8-101 through 9-8-408.
- D.30. Completeness. This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions agreed to by the parties. This Grant Contract supersedes any and all prior understandings, representations, negotiations, or agreements between the parties, whether written or oral.
- D.31. Severability. If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions shall not be affected and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.
- D.32. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Contract.
- D.33. Iran Divestment Act. The requirements of Tenn. Code Ann. § 12-12-101, *et seq.*, addressing contracting with persons as defined at Tenn. Code Ann. §12-12-103(5) that engage in investment activities in Iran, shall be a material provision of this Grant Contract. The Grantee certifies, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.
- D.34. Debarment and Suspension. The Grantee certifies, to the best of its knowledge and belief, that it, its current and future principals, its current and future subcontractors and their principals:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency;
- b. have not within a three (3) year period preceding this Grant Contract been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
- c. are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in section b. of this certification; and
- d. have not within a three (3) year period preceding this Grant Contract had one or more public transactions (federal, state, or local) terminated for cause or default.

The Grantee shall provide immediate written notice to the State if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its subcontractors are excluded or disqualified, or presently fall under any of the prohibitions of sections a-d.

- D.35. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Grantee by the State or acquired by the Grantee on behalf of the State that is regarded as confidential under state or federal law shall be regarded as "Confidential Information." Nothing in this Section shall permit Grantee to disclose any Confidential Information, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the State or third parties. Confidential Information shall not be disclosed except as required or permitted under state or federal law. Grantee shall take all necessary steps to safeguard the confidentiality of such material or information in conformance with applicable state and federal law.

The obligations set forth in this Section shall survive the termination of this Grant Contract.

E. SPECIAL TERMS AND CONDITIONS:

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, the special terms and conditions shall be subordinate to the Grant Contract's other terms and conditions.
- E.2. Transfer of Contractor's Obligations. The Grantee shall not transfer or restructure its operations related to this Grant Contract without the prior written approval of the State. The Grantee shall immediately notify the State in writing of a proposed transfer of restructuring of its operations related to this Grant Contract. The State reserves the right to request additional information or impose additional terms and conditions before approving a proposed transfer or restructuring.
- E.3. Counterpart Clause: This agreement may be executed in two or more dated counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same effective instrument.

E.4. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment. If applicable and as required by 2 CFR 200.216, Grantee is prohibited from obligating or expending loan or grant funds to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as a critical technology as part of any system. As described in Public Law 115-232, Section 889, "covered telecommunications equipment" is as follows:

- a. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
- b. For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
- c. Telecommunications or video surveillance services provided by such entities or using such equipment.
- d. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

E.5. Federal Funding Accountability and Transparency Act (FFATA).

This Grant Contract requires the Grantee to provide supplies or services that are funded in whole or in part by federal funds that are subject to FFATA. The Grantee is responsible for ensuring that all applicable requirements, including but not limited to those set forth herein, of FFATA are met and that the Grantee provides information to the State as required.

The Grantee shall comply with the following:

- a. Reporting of Total Compensation of the Grantee's Executives.
 - (1) The Grantee shall report the names and total compensation of each of its five most highly compensated executives for the Grantee's preceding completed fiscal year, if in the Grantee's preceding fiscal year it received:
 - i. 80 percent or more of the Grantee's annual gross revenues from Federal procurement contracts and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and sub awards); and
 - ii. \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts), and federal financial assistance subject to the Transparency Act (and sub awards); and
 - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. § 78m(a), 78o(d)) or § 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>).

As defined in 2 C.F.R. § 170.315, "Executive" means officers, managing partners, or any other employees in management positions.

- (2) Total compensation means the cash and noncash dollar value earned by the executive during the Grantee's preceding fiscal year and includes the following (for more information see 17 CFR § 229.402(c)(2)):
- i. Salary and bonus.
 - ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
 - v. Above-market earnings on deferred compensation which is not tax qualified.
 - vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.
- b. The Grantee must report executive total compensation described above to the State by the end of the month during which this Grant Contract is established.
- c. If this Grant Contract is amended to extend the Term, the Grantee must submit an executive total compensation report to the State by the end of the month in which the amendment to this Grant Contract becomes effective.
- d. The Grantee will obtain a Data Universal Numbering System (DUNS) number and maintain its DUNS number for the term of this Grant Contract. More information about obtaining a DUNS Number can be found at: <http://fedgov.dnb.com/webform/>.

The Grantee's failure to comply with the above requirements is a material breach of this Grant for which the State may terminate this Grant Contract for cause. The State will not be obligated to pay any outstanding invoice received from the Grantee unless and until the Grantee is in full compliance with the above requirements.

- E.6. Personally Identifiable Information. While performing its obligations under this Grant Contract, Grantee may have access to Personally Identifiable Information held by the State ("PII"). For the purposes of this Grant Contract, "PII" includes "Nonpublic Personal Information" as that term is defined in Title V of the Gramm-Leach-Bliley Act of 1999 or any successor federal statute, and the rules and regulations thereunder, all as may be amended or supplemented from time to time ("GLBA") and personally identifiable information and other data protected under any other applicable laws, rule or regulation of any jurisdiction relating to disclosure or use of personal information ("Privacy Laws"). Grantee agrees it shall not do or omit to do anything which would cause the State to be in breach of any Privacy Laws. Grantee shall, and shall cause its employees, agents and representatives to: (i) keep PII confidential and may use and disclose PII only as necessary to carry out those specific aspects of the purpose for which the PII was disclosed to Grantee and in accordance with this Grant Contract, GLBA and Privacy Laws; and (ii) implement and maintain appropriate technical and organizational measures regarding information security to: (A) ensure the security and confidentiality of PII; (B) protect against any threats or hazards to the security or integrity of PII; and (C) prevent unauthorized access to or use of PII. Grantee shall immediately notify State: (1) of any disclosure or use of any PII by

Grantee or any of its employees, agents and representatives in breach of this Grant Contract; and (2) of any disclosure of any PII to Grantee or its employees, agents and representatives where the purpose of such disclosure is not known to Grantee or its employees, agents and representatives. The State reserves the right to review Grantee's policies and procedures used to maintain the security and confidentiality of PII and Grantee shall, and cause its employees, agents and representatives to, comply with all reasonable requests or directions from the State to enable the State to verify or ensure that Grantee is in full compliance with its obligations under this Grant Contract in relation to PII. Upon termination or expiration of the Grant Contract or at the State's direction at any time in its sole discretion, whichever is earlier, Grantee shall immediately return to the State any and all PII which it has received under this Grant Contract and shall destroy all records of such PII.

The Grantee shall report to the State any instances of unauthorized access to or potential disclosure of PII in the custody or control of Grantee ("Unauthorized Disclosure") that come to the Grantee's attention. Any such report shall be made by the Grantee within twenty-four (24) hours after the Unauthorized Disclosure has come to the attention of the Grantee. Grantee shall take all necessary measures to halt any further Unauthorized Disclosures. The Grantee, at the sole discretion of the State, shall provide no cost credit monitoring services for individuals whose PII was affected by the Unauthorized Disclosure. The Grantee shall bear the cost of notification to all individuals affected by the Unauthorized Disclosure, including individual letters and public notice. The remedies set forth in this Section are not exclusive and are in addition to any claims or remedies available to this State under this Grant Contract or otherwise available at law. The obligations set forth in this Section shall survive the termination of this Grant Contract.

IN WITNESS WHEREOF,

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

GRANTEE SIGNATURE **DATE**

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

DEPARTMENT OF FINANCE AND ADMINISTRATION:

HOWARD H. ELEY, COMMISSIONER **DATE**

**SIGNATURE PAGE
FOR
GRANT NO. CHERISHED H.E.A.R.T.S. VOCA GRANT FOR RE-ENTRY**

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Ana Escobar

Judge Ana L. Escobar
Dept: General Sessions Court, Div. III
Cherished H.E.A.R.T.S.

4-28-2021

Date

APPROVED AS TO AVAILABILITY OF FUNDS:

DocuSigned by:

Kevin Crumbo/mfw

Kevin Crumbo, Director
Department of Finance

4/29/2021

Date

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:

Lora Fox

Lora Fox
Director of Insurance

4/30/2021

Date

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:

Phylinda Ramsey

Phylinda Ramsey
Metropolitan Attorney

4/29/2021

Date

"See Previous Page"

John Cooper
Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

ID 785

**ATTACHMENT A
APPLICATION FOR FUNDING
GRANT PROJECT COVER SHEET**

OFFICE OF CRIMINAL JUSTICE PROGRAMS

FUND SOURCE
OCJP JAG Priority Area

VOCA

Required Information on Authorizing Agency:	Implementing Agency:
Name: Metropolitan Government of Nashville and Davidson	Name: General Sessions Court Div III
Federal ID Number (FEIN): 62-0694743	Address: 408 2nd Avenue North
DUNS Number: 078217668	Suite 3110
SAM Expiration Date: 11/18/2021	Nashville, TN 37219-3110
Fiscal Year End Date: June 30	

Will You Have Any Subcontracts? Yes

Project Title: Adult Re-entry

Contract Start Date: 5/1/2021 **Contract End Date:** 6/30/2023

AUTHORIZED OFFICIAL - Contact Information

(Name, Title, and Complete Mailing Address)	Phone Number:	E-Mail Address:
John Cooper, The Honorable Mayor	(615) 862-6000	mayor@nashville.gov
1 Public Square	EXT:	
Suite 100		
Nashville, 37201-5025		

PROJECT DIRECTOR - Contact Information

(Name, Title, and Complete Mailing Address)	Phone Number:	E-Mail Address:
Grace Guerra Woolbright, Court Officer	(615) 880-3712	GraceGWoolbright@jishnashville.gov
408 2nd Avenue North	EXT:	
Suite 3110		
Nashville, 37219-3110		

FINANCIAL DIRECTOR - Contact Information

(Name, Title, and Complete Mailing Address)	Phone Number:	E-Mail Address:
Tadayoshi Kawawa (Yoshi), Finance Officer	(615) 862-8317	TadayoshiKawawa@jishnashville.gov
General Sessions Court	EXT: 71544	
408 2nd Avenue North, Suite 1140		
Nashville, 37201-1140		

County/Counties Served (Type ALL if Statewide):

Davidson

U.S. Congressional District(s): 5

Scope of Services/Project Narrative

VOCA

Adult Re-entry

Cherished H.E.A.R.T.S Program

PROBLEMS FOR INTERVENTION AND NEEDS TO BE IMPROVED

Human Trafficking is recognized as the second-fastest criminal industry. Nashville, Davidson County has become a major hub for human trafficking due to its location, its growing popularity in music tourism and sporting events. Three major interstates feed into the city, 75% of the U.S. is accessible within a two-hour flight, and it is near other major metropolitan cities where human trafficking has been on an increase, like Atlanta. Nashville is home to the Tennessee Titans, Nashville Predators, CMA Fest and numerous Music and Arts Festivals. Nashville hosted the 2019 NFL Draft, which brought over 600,000 people for the three-day event. Studies have shown that these types of events with large influxes of people typically increase the demand for sexual exploitation.

Nashville is a Metropolitan Area that has a total population of 694,144 and is the 23rd largest city in the United States. Nashville's annual growing rate has been estimated at .031% and its population has increased by 11.97% since the last census in 2010. In 2019, the Nashville Metropolitan Police Department reported a total 190 arrests for promoting or patronizing prostitution. For that same year, the MNPD Specialized Investigations Division reported a total of 17 Human Trafficking related incidents involving predominately white females (53%) between the ages of 16 to 29. In 2020, there have been a total of 8 Human Trafficking related incidents, with all victims being predominately white females between the ages of 30 to 39. While intervention for Human Trafficking is accessible through law enforcement practices, there is a vast of underserve population of victims who currently find themselves involved in the Criminal Justice Systems as offenders. The Metro Nashville-Davidson County Office of Family Safety (OFS) reported that victims of Human Trafficking become involved in the justice system through one or more arrests for drug, theft, traffic violations or assault. Justice-involved individuals are treated as criminals, drugs addicts and manipulators rather than **victims of sexual trauma that need intervention**. The purpose of Cherished H.E.A.R.T.S. is to identify victims of sexual trauma that are justice involve and provide services.

Tennessee is among one of the hardest hit states facing an opioid crisis. According to the Tennessee Department of Health the number of opioid drug-overdose deaths is increasing year by year. Between 2013 and 2019, more than 9,100 Tennesseans have died of a drug overdoses, with 70% of those deaths being partially caused by opioids, including prescription painkillers, heroin and fentanyl. While drug overdose deaths have dropped consistently nationwide, Tennessee deaths have been on a rise, 7.3% between March 2018 to March 2019. Besides opioids, Tennessee has seen a rise in overdose related deaths linked to methamphetamine and cocaine. Since its inception in 2018, Cherished H.E.A.R.T.S. has served a total of 51 justice-involved victims of sexual trauma. Of those participants, 88% had prior or pending substance use charges. An active addiction to opioid was reported by 90% of participants. Cherished H.E.A.R.T.S. recognizes that for participants to fully rehabilitate and re-enter society in a full function manner, treatment for drug and/or alcohol abuse must become a priority.

Cherished H.E.A.R.T.S. allows justice-involved victims of sexual trauma the ability to reduce the psychological harm of traditional court processes, connects participants with services and provides an opportunity for victims of sexual trauma to leave their exploiter. Through trauma informed practices,

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Cherished H.E.A.R.T.S. will provide justice-involved victims of sexual trauma a safe space to empower their voice and choice, in addition to services through vetted partners. Cherished H.E.A.R.T.S. gender-responsive programming allows for individuals who identify as female or male, and those who identify as LGBTQI+ to participate in a safe environment.

Cherished H.E.A.R.T.S. provides added value through increased awareness/education, in-reach and reaching into underserved populations who are in custody, by providing culturally responsive treatment plans and referrals, and coordination of services for individuals who are otherwise overlooked and can't easily access the resources provided by partner agencies. Cherished H.E.A.R.T.S. provides cost-effective services to justice-involved victims through case management since 2018 and is highly regarded in the community for its education, services, collaboration, added value and existing advocacy.

Cherished H.E.A.R.T.S., has been structured to intervene for justice-involved victims of sexual trauma in order to decrease recidivism by offering supportive services. Cherished H.E.A.R.T.S. is structured as a twenty-four (24) month program that allows completion while slowly integrating back into the community. Participation in the program allows reduction of lengthy jail sentences, shorten or consolidate probations. Potential justice-involved participants, who are referred for assessment through their attorney, law enforcement or through self-identification, will be screened for participation in the program using the Ohio Risk Assessment System (ORAS). In order to participate in the program, the justice-involved individual must be a victim of sexual trauma with a trafficking history and have adjudicated criminal charges in Davidson County General Sessions or Criminal Court.

Cherished H.E.A.R.T.S. provides direct services and support for up to twenty-four (24) months. The program consists of five phases: Phase 1, Acute Stabilization; Phase 2, Clinical Stabilization; Phase 3, Pro-Social Habilitation; Phase 4, Adoptive Habilitation; and Phase 5, Continuing Care. Phase 1 to 4 consist of a minimum of 90 days, and Phase 5 has a minimum of 30 days. Participants will be provided with a probation officer, case manager, and trauma focused physiotherapeutic sessions through the entirety of their participation in Cherished H.E.A.R.T.S.

Phase 1 has been established to assist in reintegrating back into society by stabilizing their most immediate needs. During this phase, participants focus on their mental health, substance abuse issues, safety planning and a treatment plan. Participants who are in Phase 1 and 2 will be required to attend court, meet with their case manager, and attend therapy on a weekly basis. In addition, participants must attend support group on the 1st and 3rd Tuesday of each month and maintain sobriety for a minimum of required amount of days prior to phasing up. As participants phase up, their requirement to attend court and support groups will decrease to twice a month for Phase 3 and once a month in Phases 4 and 5. While Court attendance decreases during these last stages, participants will continue to be required to attend case management and therapeutic sessions on a weekly basis.

Cherished H.E.A.R.T.S. uses a best practice approach for sanctions in Court. Sanctions are used to help the participants learn to change behavior patterns that can thwart their progress in the program. The sanctions used range according to the phase the participant is in and the severity of the action. Sanctions range from having to complete a writing assignment, not having a weekend pass, to jail time. The Court does not sanction for relapses, rather the behavior of dishonesty around the events of the relapsing event.

Cherished H.E.A.T.S. will use the strength of strong community partners who are experts in treating sexual trauma to make this program a success. Among our most valued collaborators, Office of Family Safety (OFS)

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and End Slavery will provide their leadership and knowledge in providing services to victims of sexual trauma by partnering to provide case management to each participant.

In order to ensure that each participant receives counseling without delay, Cherished H.E.A.R.T.S seeks to establish a part-time position at SAC through this grant. The position at SAC will allow the participant to have immediate access to therapeutic services without delay and establish a channel of communication directly with the Court to ensure that each participant receives adequate treatment.

In addition, Cherished H.E.A.R.T.S seeks to establish a full-time position for a licensed drug and alcohol counselor to provide individual and group counseling. It has become evident that in order to prepare participants to reenter into the family setting and community, sobriety and a self-sufficient lifestyle must be established to ensure long lasting success. Through this position, participants will immediately establish a therapeutic plan to help them overcome their dependency on drug and/or alcohol. Participants will be able to discover and explore the underlying cause of the addiction. In addition, the counselor will provide a clearer insight to the Court by evaluating the effectiveness of the treatment programs in use and guide the Court on therapeutic goals prior to and after a relapse. Furthermore, the counselor will work closely with case managers to find ongoing support, a safe place to live, jobs and other support for each participant. Thus, this position will assist the Court to provide Cherished H.E.A.R.T.S. participants an opportunity to establish a healthy, addiction-free lifestyle, ensuring a successful re-entry into family setting and the community.

Judge Ana L Escobar is the Presiding Judge and Program Director of Cherished H.E.A.R.T.S. Judge Escobar presides over the Cherished H.E.A.R.T.S. court on a weekly basis, attending staffing where weekly updates are given on each participant. Melany Taylor, the Program Manager, provides each participant with probation supervision. She directs each staffing and court on a weekly basis. Ms. Taylor also notifies Judge Escobar when a participant fails in meeting a requirement. Judge Escobar and Ms. Taylor will provide co-supervision of the licensed drug and alcohol counselor. Judge Escobar will meet with the counselor on a weekly basis and seek advice on how to best respond to arising issues related to addiction. Ms. Taylor will be a direct supervisor and the counselor will report directly to her. Ms. Taylor conducts all assessments and will obtain the required documentation from the Davidson County Sheriff's Office. Grace Guerra Woolbright will provide grant management, ensuring that all reports and requirements are met.

Each participant will be given assistance and support to apply for victim compensation benefits where possible. Cherished H.E.A.R.T.S. will provide direct services and support to victims regardless of whether they are victims of Federal or State crimes. Sexual trauma will include those who have experienced sexual assault as an adult or child, those who have experiences sex trafficking, those in prostitution and Domestic Violence intimate partner violence. Many will also experience adult physical assault. The Power and Control Wheel for Incarcerated Populations (PCWIP) developed by the Minnesota Domestic Abuse Intervention Project highlights the cycle and link between sexual trauma and the revolving door of incarceration.

Cherished H.E.A.R.T.S. will continue to collaborate with Tennessee Bureau of Investigations (TBI), Public Defender's Office, Office of the District Attorney General, Mental Health Coop and Ramie Siler of Tennessee Recovery Foundation to provide a holistic and wraparound support for each Cherished H.E.A.R.T.S. participant.

PURPOSE

The purpose of this program is to continue the services provided by Cherished H.E.A.R.T.S., dedicated to serving the needs of justice-involved individuals within the Nashville Metropolitan Area who have experienced sexual trauma, with gender-responsive programming and added support for those who identify as LGBTQI+. In addition, the program will add a new VOCA-funded position of Licensed Clinical Counselor

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to better services for successful drug and alcohol rehabilitation of participants. Furthermore, Cherished H.E.A.R.T.S. will have a part-time therapist through SAC so that each participant receives weekly counseling and attend Court Staffing.

Goal 1: To minimize the long-term effects resulting from past child abuse, sexual assault, and/or domestic abuse victimization for offender populations.

Objectives:

- Participants will increase their ability to recognize trauma symptoms and implement positive coping mechanisms.
- Participants will improve their level of self-sufficiency and access to community resources to enhance their quality of life
- Increase treatment options for offenders with history of Child Abuse, Sexual Assault and/or Domestic Violence victimization
- Increase and/or strengthen community collaborative partnerships

Goal 2: Support the provision of direct services to underserved victims of sexual trauma in areas that experience high crimes rates both in custody and within the community.

Objectives:

- Increase the availability of crisis counseling and therapeutic services to justice-involved victims of sexual trauma
- Perform community in-reach within custody via information, collaborative partner education and service referral
- Increase knowledge of the criminal justice system for justice-involved individuals who are also victims.
- Increase justice-involved victim's stability by providing immediate therapeutic trauma counseling services through a part-time therapist position through the SAC.
- Increase justice-involved victim's successful re-entry into the community by providing individualized therapeutic plan to overcome alcohol or drug addiction through a full-time Licensed Clinical Counselor.
- Reduced jail days for victims of sexual trauma, where possible, and minimize the revolving door
- Increase and/or strengthen community collaborative partnerships

Goal 3: Increase the number of justice-involved victims of sexual trauma in the Adult Re-entry Project of Cherished H.E.A.R.T.S.

Objectives:

- Reduce wait times for advocacy and therapeutic services by conducting in-reach direct to the underserved population while in custody.
- Increase program retention for justice-involved participants
- Increase the rate of successful program completion
- Reduce re-arrest and re-incarceration of sexual trauma victims
- Decrease substance abuse use and increase mental health treatment/engagement

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ACTIVITIES:

Activity 1: If not already certified then become certified by June 30, 2021 for the following:

- Activity 1.1: Have the Program Director, Program Manager and Licensed Clinical Substance Use Counselor trained to lead the *Ending the Game* curriculum and become certified
- Activity 1.2.: Have Program Director and Licensed Clinical Substance Use Counselor certified in OARS

Activity 2: Utilize the risk-needs assessment tool and coordinate Trauma Informed Therapeutic Services provided by a licensed therapist and probation officer.

- Activity 2.1: Clients create an individual treatment plan and are encouraged to work towards their therapeutic goals
- Activity 2.2: Clients are offered individual and group therapy sessions
- Activity 2.3: Clients are offered psycho educational treatment components to assist with their healing and recovery

Activity 3: Clinical Counselor, Case Managers and Probation Officer develop a re-entry plan that addresses items identified in the risk-needs assessment tool post release.

- Activity 3.1: Provide clients services or refer to service providers that will enhance successful re-entry and increase their ability to be self-sufficient
- Activity 3.2: Provide client services or link clients with agencies that increase their skills and enhance their employability at a living wage or assist with job seeking activities
- Activity 3.3: Link clients to community-based services that strengthen their recovery from their trauma histories such as substance abuse services, mental health services, and other support groups that will facilitate continued healing

Activity 4: Cherished H.E.A.R.T.S shall submit identifying data from the booking information of the individuals who are provided services in this program to OCJP or designee for the purposes of statistical tracking.

Activity 5: Cherished H.E.A.R.T.S will hire a Licensed Clinical (Substance Use) Counselor.

Activity 6: Cherished H.E.A.R.T.S. together with partner organizations will develop a project MOU for partner organizations.

Activity 7: Cherished H.E.A.R.T.S will coordinate with the Davidson County District Attorney General, Davidson County Public Defender's Office, Metro Nashville-Davidson County Office of Family Safety, End Slavery, Tennessee Mental Health Co-Op, Tennessee Bureau of Investigations, Tennessee Recovery Foundation, along with other health, substance abuse and mental health service professionals to develop a welcoming, culturally sensitive referral process.

Activity 8: Cherished H.E.A.R.T.S will develop a protocol for safety planning and crisis situations to ensure quick access to mental health care, counseling and advocacy services.

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Activity 9: Cherished H.E.A.R.T.S, will establish a part-time position for a therapist through SAC that will provide ongoing sexual trauma counseling, TF-CBT and wellness incorporating complementary therapies alongside other rallied services and supports and in conjunction with partner organizations.

Activity 10: Increase service delivery over Years 1 and 2, from 10 clients served in Year 1 to a minimum of 20 clients served in Years 2.

Activity 11: Increase service delivery over Years 1 and 2 with ongoing data collection and review of service plan.

Activity 12: Maintain appropriate programmatic records such as client files, civil rights statistics and information and daily time and attendance records.

Activity 13: Maintain appropriate financial records including documentation for disbursements.

Activity 14: Develop a trauma-informed confidentiality protocol to protect victims and allow them a safe-space to open about their sexual trauma.

Activity 15: Education to Cherished HEARTS team, including partner organizations, on the OJP prohibited conducted related to Trafficking in Persons.

Cherished H.E.A.R.T.S. is currently certified to utilize the following risk-needs assessment: OHIO RISK ASSESSMENT SYSTEM.

IMPLEMENTATION TIMELINE FOR ACCOMPLISHING KEY GRANT ACTIVITIES

Activity/ Output	Position of Person Completing	Due Date for Completion
If not already certified then become certified by June 30, 2021 for the following: Activity 1.1: Have the Program Director, Program Manager and Licensed Clinical Substance Use Counselor trained on Ending the Game curriculum and become certified Activity 1.2.: Have Program Director and Licensed Clinical Substance Use Counselor certified in OARS	Judge Escobar Melany Taylor Licensed Clinical Substance Use Counselor	06/30/2021
Utilize the risk-needs assessment and coordinate Trauma Informed Therapeutic Services provided by a licensed therapist and probation officer. Activity 2.1: Clients create an individual treatment plan and are encouraged to work towards their	Licenses Clinical Counselor Probation Officer SAC OFS and End Slavery Case Manager Cherished H.E.A.R.T.S. Team	Ongoing

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<p>therapeutic goals (pre and post release) Activity 2.2: Clients are offered individual and group therapy sessions (pre and post release) Activity 2.3: Clients are offered psycho educational treatment components to assist with their healing and recovery (pre and post release)</p>		
<p>Case Managers develop a re-entry plan that addresses items identified in the risk-needs assessment tool post release. Activity 3.1: Provide clients services or refer to service providers that will enhance successful re-entry and increase their ability to be self-sufficient (pre and post release) Activity 3.2: Provide client services or link clients with agencies that increase their skills and enhance their employability at a living wage or assist with job seeking activities. (post release) Activity 3.3: Link clients to community-based services that strengthen their recovery from their trauma histories such as substance abuse services, mental health services, and other support groups that will facilitate continued healing. (post release)</p>	<p>Licenses Clinical Counselor/ Probation Officer/ OFS/ and End Slavery Case Manager</p>	<p>Ongoing</p>
<p>Shall submit identifying data from the booking information of the individuals who are provided services in this program to OCJP or designee for the purposes of statistical tracking.</p>	<p>Probation Officer</p>	<p>Ongoing</p>
<p>Cherished H.E.A.R.T.S will hire a License Clinical Substance Use Counselor</p>	<p>Judge Ana L. Escobar with input from Partner Organizations</p>	<p>8/1/2021</p>
<p>Cherished H.E.A.R.T.S., together with partner organizations will develop a project MOU for partner organizations.</p>	<p>Cherished H.E.A.R.T.S. and Partner Organizations</p>	<p>01/01/2022</p>

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Cherished H.E.A.R.T.S will coordinate with the Davidson County District Attorney General, Davidson County Public Defender's Office, OFS, End Slavery, Tennessee Mental Health Co-Op, Tennessee Bureau of Investigations, Tennessee Recovery Foundation, along with other health, substance abuse and mental health service professionals to develop a welcoming, culturally sensitive referral process.	Cherished H.E.A.R.T.S. Office of the District Attorney General Public Defender's Office OFS End Slavery Mental Health Co-Op TBI Tennessee Recovery Foundation	Ongoing
Cherished H.E.A.R.T.S will develop a protocol for safety planning and crisis situations to ensure quick access to mental health care, counseling and advocacy services.	Licensed Clinical Counselor OFS	6/30/2021
Cherished H.E.A.R.T.S, through a part-time position for Sexual Trauma Clinician through SAC, will provide ongoing sexual trauma counseling, TF-CBT and wellness incorporating complementary therapies alongside other rallied services and supports and in conjunction with partner organizations	General Sessions Courts Judge Ana L. Escobar SAC	6/30/2021
Increase service delivery over Years 1 and 2, from 10 clients served in Year 1 to a minimum of 20 clients served in Year 2.	Cherished H.E.A.R.T.S. Court	Ongoing
Increase service delivery over Years 1 and 2 with ongoing data collection and review of service plan.	Cherished H.E.A.R.T.S Court	Ongoing
Maintain appropriate programmatic records such as client files, civil rights statistics and information and daily time and attendance records	Licenses Clinical Counselor Probation Officer SAC Case Manager	Ongoing
Maintain appropriate financial records including documentation for disbursements.	General Sessions Court Judge Ana L. Escobar	Ongoing
Develop a trauma-informed confidentiality protocol to protect	Cherished H.E.A.R.T.S.	6/30/2021

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victims and allow them a safe-space to open about their sexual trauma.		
Education to Cherished HEARTS team, including partner organizations on Trafficking in Persons.	Cherished H.E.A.R.T.S.	Ongoing

INPUTS

This grant, if awarded, will fund 80% of the budget for a Sexual Trauma Clinician and a Licensed Clinical Counselor, and Cherished H.E.A.R.T.S. (General Sessions Court) will provide a 20% match.

The License Clinical Substance Use Counselor must hold a bachelor's degree from an accredited college or university. He/She must have knowledge of group dynamics, disease concept of addiction, recovery and relapse prevention. In addition, this individual must have knowledge of working with victims of sexual trauma. This position will allow for Cherished H.E.A.R.T.S. to add the much-needed component of drug and/or alcohol rehabilitation to ensure long term success in participants.

A part-time therapist through the Sexual Assault Center will allow Cherished H.E.A.R.T.S. to enhance its ability to address each participants trauma using a wellness and holistic approach. Each participant will attend weekly therapeutic sessions while in the program.

Cherished H.E.A.R.T.S. operates under the supervision of the Honorable Ana L. Escobar, General Sessions Court Judge for Division 3 of Davidson County, Nashville, Tennessee. Judge Escobar supervises and oversees the VOCA-funded Licensed Clinical Counselor and Probation Officer. In conjunction with its community collaborators, Cherished H.E.A.R.T.S. will provide information to the community/public on the availability of this much needed program. Participants will be provided with dedicated trauma counseling, case management, housing assistance, transportation services, substance abuse counseling and coordination of services. Each participant will be given the assistance support to apply for victim compensation benefits where possible. Cherished H.E.A.R.T.S. is a community collaborative team model, through the collaboration of partner organizations as an integral part of a multi-disciplinary, multi-agency team. The VOCA-funded Licensed Clinical Counselor will be directly supervised by Judge Escobar and Melanie Taylor, and will participate in weekly Court Staffing, providing information about each participant's betterment.

Cherished H.E.A.R.T.S. served 27 unique clients in 2019, assisting through crisis stabilization, safety planning, case management and referrals.

Since 2018, Cherished H.E.A.R.T.S has partnered with OFS, End Slavery, General Sessions Probation Department, Tennessee Bureau of Investigations (TBI), Public Defender's Office, Office of the District Attorney General, Mental Health Co-Op and Tennessee Recovery Foundation.

SUSTAINABILITY PLAN:

As part of the sustainability planning for Cherished H.E.A.R.T.S., collaborative efforts will be increased with the creation of the *Human Trafficking Court Survivors' Foundation*. Initially, Cherished H.E.A.R.T.S. was part of the General Sessions Drug Court Foundation, but a re-direction of services lead to its loss of funds. A soon to be developed Human Trafficking Court Survivors' Foundation, comprised of volunteers and not staff of Cherished H.E.A.R.T.S. will stimulate interest and advocate among a legislative, corporate, private philanthropy-based entities, resulting in ongoing support for future programming.

DATA COLLECTION PROCEDURE

Data will be collected by Cherished H.E.A.R.T.S through the following methods:

1. Clinician will be provided with a laptop so that she can work remotely from different locations as necessary.
2. Using an Excel Spreadsheet, a dataset of variables will be created to collect required output data on a monthly basis for use in quarterly reporting. This data will be collected via the Cherished H.E.A.R.T.S. intake documentation packet.
3. Using Acrobat Adobe Professional, create appropriate intake documentation that can be shared with other partners through a secure method.
4. Using a specified data collection program that will allow the clinician an ability to keep confidential information about each participant secure from other departments.
5. A shared data collection sheet will be used with prepared organizations to collect data on a quarterly basis focused on the types/frequency of series provided.
6. Client satisfaction surveys will be provided – volunteers and Judge Escobar’s staff will be trained to ask clients to complete the surveys anonymously and the surveys will be collected in a lockbox.
7. Develop a data set with data from partner organizations to identify areas of strength in collaboration and areas where more can be done to better serve the participants.
8. Quarterly data will be reviewed, discussed and used in partner meetings.
9. Evaluate program efforts using data to identify compliance with funding requirements, gaps, needs for service expansion.
10. External funding proposals and sustainability planning will use data to determine areas of need.
11. Contract with university partner for evaluation of Cherished H.E.A.R.T.S. and its cost effectiveness. Graduate social work students under the direct supervision of a Professor of Social Work will conduct data collection and evaluation which will ramp up progressively from Year 1 to Year 2).

COLLABORATION ACTIVITIES

Cherished H.E.A.R.T.S. is a collaborative team model. The collaborative group meets on a weekly basis to manage the care and coordinate services for participants. Quarterly meetings also include development of policies/protocols and to share community learning events. Cherished H.E.A.R.T.S. collaborators work on training and a Memorandum of Understanding. All Collaborating Agencies agree to: 1) Attend weekly staffing and court hearings to ensure appropriate agency representation; 2) provide relevant participant information from their agency; 3) Act as a liaison with the partner agency staff to report any pertinent information for court hearings; 4) Be available for outreach by other plan members regarding court participants outside of court hearing dates; 5) Communicate in a timely manner with court members regarding court participants outside of hearing dates; 6) Complete any relevant participant follow up activities agreed upon during the court hearing; 7) Maintain confidentiality within the staffing and court hearing process, as well as outside of the hearing; and 8) Provide updates and recommendations based on participant needs and expertise.

Collaborator 1: DAVIDSON COUNTY GENERAL SESSIONS COURT

Additional collaboration with this agency is as follows: Provide security during Court Staffing and hearings. Provide a presiding Judge for weekly staffing and court hearings. Provide physical space to hold weekly staffing and court hearings.

Collaborator 2: DAVIDSON COUNTY GENERAL SESSIONS PROBATION

Additional collaboration with this agency is as follows: Conduct eligibility screening on the candidates for the court. Advise the court on the National Association of Drug Court Professionals best practices. Conduct and organize programmatic evaluation. Maintain employment records of participants. Create and enforce court

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policies and procedures. Communicate and collaborate with partner agencies. Facilitate and maintain relationships with community agencies. Coordinate frequent drug screens for court participants. Maintain and facilitate supervision of court participants. Maintain written and electronic files on court participants. Lead weekly Court Staffing.

Collaborator 3: NASHVILLE PUBLIC DEFENDERS OFFICE

Additional collaboration with this agency is as follows: Act as a liaison between Cherished H.E.A.R.T.S. Court and the Nashville Public Defender's Office. Educate the Public Defender's Office on Human Trafficking and Cherished H.E.A.R.T.S. program. Ensure participants due process rights are followed by Cherished H.E.A.R.T.S. Team. Prosecute potential traffickers.

Collaborator 4: NASHVILLE DISTRICT ATTORNEY'S OFFICE

Additional collaboration with this agency is as follows: Act as a liaison between Cherished H.E.A.R.T.S. court and the District Attorney's Office. Provide guidance on eligibility and sanction decisions. Educate the District Attorney's Office on Human Trafficking and Cherished H.E.A.R.T.S. program. Represent the State's interest in Court Staffing and hearings.

Collaborator 5: MENTAL HEALTH COOPERATIVE

Additional collaboration with this agency is as follows: Provide medication management services and therapeutic services when needed. Maintain and provide electronic and written records of mental health services to the court team. Provide mental health evaluations to the court team as needed.

Collaborator 6: METRO NASHVILLE-DAVIDSON COUNTY OFFICE OF FAMILY SAFETY

Additional collaboration with this agency is as follows: Provide trauma specialist representative and recommendations. Facilitate and maintain relationships with community agencies. Assist and advise the court on policies and programs. Advise the court on community partner and trauma-informed practice and treatment recommendations. Facilitate and maintain relationship with community agencies. Provide Case Management services and supervision. Maintain electronic and written records of case management services provided. Provide client date to court program manager.

Collaborator 7: DAVIDSON COUNTY CRIMINAL CLERK'S OFFICE

Additional collaboration with this agency is as follows: Provide an in-court clerk to maintain court records for weekly court hearings. Maintain court docket as needed. Collaborate with court to enhance participant safety.

Collaborator 8: END SLAVERY

Additional collaboration with this agency is as follows: Provide housing, comprehensive care coordination, therapy and wraparound services.

Collaborator 9: TENNESSEE BUREAU OF INVESTIGATIONS

Additional collaboration with this agency is as follows: Serve survivors of human trafficking by continued participation on various levels throughout the court process; ongoing involvement will be kept with the assigned Victim-Witness Coordinator.

Collaborator 9: TENNESSEE RECOVERY FOUNDATION

Additional collaboration with this agency is as follows: Serve survivors of human trafficking by providing addiction treatment services and attend weekly court meetings.

INTENDED OUTCOMES (Results)

Cherished H.E.A.R.T.S., along with partner agencies, will use data and client assessments recorded for evaluative purpose to help further inform the intended outcomes through the 2 years of funding. Specific intended outcomes include:

1. All justice-involved individuals whether identifying as female or male or as LGBTQI+ are able to access informed and competent sexual trauma education classes while in custody.
2. Victims report a better understanding of the types of sexual trauma and how ACE's play a role in health and wellness.
3. Victims report an increase in knowledge about sexual trauma specific resources in our community.
4. Victims increase engagement in support services.
5. Victims are in custody for fewer days per calendar year and receive the care they need to minimize the revolving door.

Cherished H.E.A.R.T.S will also collect client surveys and will measure the following additional outcomes:

Victims report that their sense of safety and security has increased.

"My immediate sense of safety and security has increased as a result of the services I received from this agency."

Victims report an increase in knowledge about victim services.

"I am more knowledgeable of the services and community resources available to victims."

Victims report an increase in knowledge about the criminal justice system.

"I am more knowledgeable about the criminal justice system."

Victims express satisfaction with services.

"I am satisfied with the services I have received through this agency."

Victims experience a decrease in the frequency and/or intensity of crime-related symptoms (Change in psychological functioning).

"My crime-related symptoms (e.g., Sleeplessness, nervousness, fear or anxiety, etc.) are less frequent or less severe since I became involved with the agency."

Victims express an understanding of their victimization and its effect on their lives. (Increase in knowledge about victimization).

"I now know how being a victim may affect important aspects of my life."

Victims report a decrease in the level of vulnerability by identifying a support system. (Decrease in isolation).

"I have identified a support system to help me address my victimization."

Victims report that their quality of life is improved because set goals have been accomplished. (Increase in victims' perceived quality of life).

"This agency helped me achieve the goals I set out to accomplish."

NOTE: Projects must also track the recidivism of those served through this project.

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INTENDED OUTPUTS (Products)
PROJECT SERVICES TO REACH OUTPUTS

This VOCA funded project with Cherished H.E.A.R.T.S. for justice involved individuals who have experience sexual trauma will serve a minimum of 10 individuals the first year, increasing to a minimum of 20 individuals for Year 2.

As a part of this grant, identifying data on program participants in a manner prescribed by OCJP or their designee for the purposes of tracking the recidivism of program participants. This data shall include non-medical booking information.

Describe the counties you serve and have a presence in.

Cherished H.E.A.R.T.S. serves justice-involved individuals who have criminal cases in Nashville, Davidson County, Tennessee.

VOCA Required Outputs

Required output measures for VOCA are listed below. Complete each of the fields with a projection of the total outputs generated by your agency's project (for one year). VOCA requires that the outputs attributed to the project be based upon **VOCA funded staff/services only**.

Projected number of individuals who will receive services based on the presenting victimization type during the reporting period.

Adults Sexually Abused/Assaulted as Children	0
Adult Sexual Assault	0
Adult Physical Assault (Includes Aggravated and Simple Assault)	0
Bullying (Verbal, Cyber or Physical)	0
Child Physical Abuse or Neglect	0
Child Pornography	0
Child Sexual Abuse/Assault	0
Domestic and/or Family Violence	0
Elder Abuse or Neglect	0
Human Trafficking: Sex	10
Human Trafficking: Labor	0
Kidnapping (non-custodial)	0
Kidnapping (custodial)	0
Stalking/Harassment	0
Survivors of Homicide Victims	0
Teen Dating Victimization	0
Other	0
If other, please explain:	

Projected number of individuals who will be assisted with a victim compensation application annually through this project:

10

**ATTACHMENT A
APPLICATION FOR FUNDING
GRANT PROJECT NARRATIVE
(Narrative Page 14)**

Information and Referral services annually through this project:

Information about the criminal justice process	10
Information about victim rights, how to obtain notifications, etc.	10
Referral to other victim service programs	10
Referral to other services, supports and resources (includes legal, medical, faith-based organizations, address confidentiality programs, etc.)	10

Personal Advocacy/Accompaniment services annually through this project:

Victim advocacy/accompaniment to emergency medical care	0
Victim advocacy/accompaniment to medical forensic exam	0
Law enforcement interview advocacy/accompaniment	3
Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)	10
Performance of medical or nonmedical forensic exam or interview or medical evidence collection	0
Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)	0
Intervention with employer, creditor, landlord, or academic institution	10
Child or dependent care assistance (includes coordination of services)	5
Transportation assistance (includes coordination of services)	10
Interpreter services	5

Emotional Support or Safety services annually through this project:

Crisis intervention (in-person, includes safety planning, etc.)	0
Individual counseling	10
Support groups (facilitated or peer)	10
Other Therapy (traditional, cultural, or alternative healing; art, writing, or play therapy, etc.)	5

Immigration assistance	0
Prosecution interview advocacy/accompaniment	2

**ATTACHMENT A
APPLICATION FOR FUNDING
GRANT PROJECT NARRATIVE
(Narrative Page 15)**

Law enforcement interview advocacy/accompaniment	2
Criminal advocacy/accompaniment	0
Other legal advice and/or counsel	0

Additional Outputs (Applicants may add additional outputs, but must have a process for tracking):

Transitional Housing	10
Relocation Assistance (includes assistance with obtaining housing)	10

GRANT BUDGET				
AGENCY NAME: NASHVILLE GENERAL SESSIONS COURT DIVISION III, CHERISHED H.E.A.R.T.S.				
FUND SOURCE: VICTMS OF CRIME ACT (VOCA) GRANT PROGRAM				
SOLICITATION IDENTIFICATION TITLE: ADULT RE-ENTRY				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period:		BEGIN: 05/01/2021	END: 06/30/2021	
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$10,700.00	\$4,932.00	\$15,632.00
4, 15	Professional Fee, Grant & Award ²	\$5,967.00	\$0.00	\$5,967.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$1,560.00	\$0.00	\$1,560.00
11, 12	Travel, Conferences & Meetings ²	\$1,500.00	\$0.00	\$1,500.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$19,727.00	\$4,932.00	\$24,659.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* [posted on the Internet at: https://www.tn.gov/content/dam/tn/finance/ocjp/Appendix_J_Policy_03_Report.xls](https://www.tn.gov/content/dam/tn/finance/ocjp/Appendix_J_Policy_03_Report.xls)

² Applicable detail follows this page if line-item is funded.

³ A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

GRANT BUDGET LINE-ITEM DETAIL: FY 2021

AGENCY NAME: NASHVILLE GENERAL SESSIONS COURT DIVISION III, CHERISHED H.E.A.R.T.S.

FUND SOURCE: VICTMS OF CRIME ACT (VOCA) GRANT PROGRAM

SOLICITATION IDENTIFICATION TITLE: ADULT RE-ENTRY

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: <i>Licensed Clinincal Substance Use Counselor (FTE, 100%)</i> Salary and/or Benefits Estimated at 10,700.	\$10,700.00
Position 3: <i>Judge Ana Escobar, Program Director (FTE, 7.50%)</i> Salary and/or Benefits Estimated at 2,298. (Match)	\$2,298.00
Position 2: <i>Melanie Taylor, Program Manager (FTE, 20.00%)</i> Salary and/or Benefits Estimated at 2,296. (Match)	\$2,296.00
Position 3: <i>Grace Guerra Woolbright, Grant Coordinator (FTE, 3.20%)</i> Salary and/or Benefits Estimated at 338. (Match)	\$338.00
TOTAL	\$15,632.00

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Therapist Subcontracted Sexual Assault Center (FTE, 30%) Est 5,967.	\$5,967.00
TOTAL	\$5,967.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Sensitive Minor Equipment: Lap Top for Licensed Clinical Substance Use Counselor. Est @ 1,360.	\$1,360.00
All Other Items: <i>Adobe Acrobat Professional. Est @ 200.</i>	\$200.00
TOTAL	\$1,560.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Training and Conferences Attended by Agency Staff: <i>Ending the Game Curriculum for Victims (Online training paying for tuition for Agency Project Staff and Contracted Counselor)</i> Est @ 1,500.	\$1,500.00
TOTAL	\$1,500.00

GRANT BUDGET				
AGENCY NAME: GENERAL SESSIONS COURT DIVISION III, CHERISHED H.E.A.R.T.S.				
FUND SOURCE: VOCA				
SOLICITATION IDENTIFICATION TITLE: Adult Re-Entry				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN: 07/01/2021 END: 06/30/2022				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$64,200.00	\$25,000.00	\$89,200.00
4, 15	Professional Fee, Grant & Award ²	\$35,800.00	\$0.00	\$35,800.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$100,000.00	\$25,000.00	\$125,000.00

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² Applicable detail follows this page if line-item is funded.

³ A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

GRANT BUDGET LINE-ITEM DETAIL: FY 2022

AGENCY NAME: GENERAL SESSIONS COURT DIVISION III, CHERISHED H.E.A.R.T.S.

FUND SOURCE: VOCA

SOLICITATION IDENTIFICATION TITLE: Adult Re-Entry

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: <i>Licensed Clininca</i> l Substance Use Counselor (FTI, 100%) Salary and/or Benefits Estimated at 64,200.	\$64,200.00
Position 2: <i>Program Director</i> (FTI, 7.25%) Salary and/or Benefits Estimated at 13,329 (Match)	\$13,329.00
Position 3: <i>Program Manager</i> (FTI, 20%) Salary and/or Benefits Estimated at 10,335. (Match)	\$10,335.00
Position 3: <i>Grant Coordinator</i> (FTI,2.473%) Salary and/or Benefits Estimated at 1,336. (Match)	\$1,336.00
TOTAL	\$89,200.00

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Subcontract with Sexual Assault Center for Therapy (FTE, 30%) Estimated at 35,800.	\$35,800.00
TOTAL	\$35,800.00

GRANT BUDGET					
AGENCY NAME: GENERAL SESSIONS COURT DIVISION III, CHERISHED H.E.A.R.T.S.					
FUND SOURCE: VOCA					
SOLICITATION IDENTIFICATION TITLE: Adult RE-ENTRY					
The grant budget line-item amounts below shall be applicable only to expense incurred during the following					
Applicable Period:		BEGIN: 07/01/2022	END: 06/30/2023		
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT	
1, 2	Salaries, Benefits & Taxes ²	\$64,200.00	\$25,000.00	\$89,200.00	
4, 15	Professional Fee, Grant & Award ²	\$66,073.00	\$5,527.00	\$71,600.00	
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00	
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$2,041.00	\$2,041.00	
13	Interest ²	\$0.00	\$0.00	\$0.00	
14	Insurance ²	\$0.00	\$0.00	\$0.00	
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00	
17	Depreciation ²	\$0.00	\$0.00	\$0.00	
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00	
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00	
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00	
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00	
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00	
25	GRAND TOTAL	\$130,273.00	\$32,568.00	\$162,841.00	

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* [posted on the Internet at: https://www.tn.gov/content/dam/tn/finance/ocjp/Appendix_J_Policy_03_Report.xls](https://www.tn.gov/content/dam/tn/finance/ocjp/Appendix_J_Policy_03_Report.xls)

² Applicable detail follows this page if line-item is funded.

³ A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

GRANT BUDGET LINE-ITEM DETAIL: FY 2023

AGENCY NAME: GENERAL SESSIONS COURT DIVISION III, CHERISHED H.E.A.R.T.S.

FUND SOURCE: VOCA

SOLICITATION IDENTIFICATION TITLE: Adult RE-ENTRY

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: <i>Licensed Clininca</i> l Substance Use Councelosr (FTI, 100%) Salary and/or Benefits Estimated at 65,200.	\$64,200.00
Position 2: <i>Judge Ana Escobar, Program Director</i> (FTI, 7.25) Salary and/or Benefits Estimated at 13,329. (Match)	\$13,329.00
Position 3: <i>Melanie Taylor, Program Manager</i> (FTI, 15%) Salary and/or Benefits Estimated at 10,335. (Match)	\$10,335.00
Position 3: <i>Grace Guerra Woolbright, Grant Coordinator</i> (FTI, 2.473%) Salary and/or Benefits Estimated at 1336. (Match)	\$1,336.00
TOTAL	\$89,200.00

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Subcontract with Sexual Assault Center for Therapy (FTE 60%) Est.\$71,600 (\$5,527 match local private funding) + (\$66,073 Grant)	\$71,600.00
TOTAL	\$71,600.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Training and Conferences Attended by Agency Staff: Four Staff will attend National or Statewide Human Trafficking Conference. Est @ \$2041. (Match from local private funding)	\$2,041.00
TOTAL	\$2,041.00

ATTACHMENT B**Federal Award Identification Worksheet**

Subrecipient's name (must match registered name in DUNS)	Metropolitan Government of Nashville and Davidson County
Subrecipient's DUNS number	078217668
Federal Award Identification Number (FAIN)	2018-V2-GX-0024
Federal award date	09-Aug-18
CFDA number and name	16.575; Victims of Crime Act 2018
Grant contract's begin date	5/1/2021
Grant contract's end date	6/30/2023
Amount of federal funds obligated by this grant contract	\$250,000.00
Total amount of federal funds obligated to the subrecipient	\$250,000.00
Total amount of the federal award to the pass-through entity (Grantor State Agency)	\$67,791,613.00
Name of federal awarding agency	Office for Victims of Crime
Name and email of the program manager	Susan Canon Susan.Canon@tn.gov
Is the federal award for research and development?	No
Indirect cost rate for the federal award (See 2 C.F.R. §200.331 for information on type of indirect cost rate)	N/A

ATTACHMENT C

Parent Child Information

The Grantee should complete this form and submit it with the Grant Contract. The Grantee should submit only one, completed "Parent Child Information" document to the State during the Grantee's fiscal year.

"Parent" means an entity whose IRS filing contains the information of at least one other entity.

"Child" means an entity whose information is contained in another entity's IRS filing.

Grantee's Edison Vendor ID number: 4

Is Metropolitan Government of Nashville and Davidson County a parent? Yes No

If yes, provide the name and Edison Vendor ID number, if applicable, of any child entities.

Is Metropolitan Government of Nashville and Davidson County a child? Yes No

If yes, complete the fields below.

Parent entity's name: _____

Parent entity's tax identification number: _____

Note: If the parent entity's tax identification number is a social security number, this form must be submitted via US mail to:

Central Procurement Office, Grants Program Manager
3rd Floor, WRS Tennessee Tower
312 Rosa L Parks Avenue
Nashville, TN 37243

Parent entity's contact information

Name of primary contact person: _____

Address: _____

Phone number: _____

Email address: _____

Parent entity's Edison Vendor ID number, if applicable: _____