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## GRANT SUMMARY SHEET

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**Grant Name:** Office of Family Safety VOCA , Family Justice Center 24  
Amend 2

**Department:** OFFICE OF FAMILY SAFETY

**Grantor:** U.S. DEPARTMENT OF JUSTICE

**Pass-Through Grantor  
(If applicable):** TN Dept of OCJP

**Total Award this Action:** (\$154,750.00)

**Cash Match Amount** \$0.00

**Department Contact:** Diane Lance  
862-5159

**Status:** AMENDMENT

**Program Description:**

This grant provides ensures the continued provision of services provided in Nashville's Family Safety Centers (JCAC & FSC) by funding 4 advocates. This Amendment 2 reduces funds by -\$154,750.00 and is in response to a redistribution of funds from OCJP. This Amendment 2 also Revises Clauses, Revises Budget, and shortens expiration date from 6/30/25 to 2/28/25. This amount will be redistributed via a separate VSSG award.

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

Historically, VOCA funds are renewed with the state.

Grants Tracking Form

Part One

Pre-Application ☐

Application ☐

Award Acceptance ☐

Contract Amendment ☒

Department	Dept. No.	Contact	Phone	Fax
OFFICE OF FAMILY SAFETY	51	Diane Lance		

Grant Name:

Office of Family Safety VOCA , Family Justice Center 24 Amend 2

Grantor:

U.S. DEPARTMENT OF JUSTICE

Other:

State of Tennessee

Grant Period From:

07/01/23

(applications only) Anticipated Application Date:

Grant Period To:

02/28/25

(applications only) Application Deadline:

Funding Type:

FED PASS THRU

Multi-Department Grant

☐

If yes, list below.

Pass-Thru:

TN Dept of OCJP

Outside Consultant Project:

☐

Award Type:

COMPETITIVE

Total Award:

-\$154,750.00

Status:

AMENDMENT

Metro Cash Match:

\$0.00

Metro Category:

Est. Prior.

Metro In-Kind Match:

\$0.00

CFDA #

16.575

Is Council approval required?

☐

Project Description:

Applic. Submitted Electronically?

☐

This grant provides ensures the continued provision of services provided in Nashville's Family Safety Centers (JCAC & FSC) by funding 4 advocates. This Amendment 2 reduces funds by -\$154,750.00 and is in response to a redistribution of funds from OCJP. This Amendment 2 also Revises Clauses,Revises Budget, and shortens the expiration date from 06/30/2025 to 02/28/2025. This amount will be redistributed via a separate VSSG award.

Plan for continuation of service after expiration of grant/Budgetary Impact:

Historically, VOCA funds are renewed with the state.

How is Match Determined?

Fixed Amount of \$

or

20.0%

% of Grant

Other:

☐

Explanation for "Other" means of determining match:

We will be using volunteer time as the match for the grant.

For this Metro FY, how much of the required local Metro cash match:

Is already in department budget?

Is not budgeted?

Proposed Source of Match:

(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)

Other:

Number of FTEs the grant will fund:

4.00

Actual number of positions added:

0.00

Departmental Indirect Cost Rate

29.90%

Indirect Cost of Grant to Metro:

\$161,945.88

\*Indirect Costs allowed?

☐ Yes

☒ 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?

☐

Metro or Community-based Partners:


Part Two													
Grant Budget													
Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor			
Yr 1	FY24	\$386,875.00						\$386,875.00	\$115,675.63	\$0.00			
Yr 2	FY25	\$154,750.00						\$154,750.00	\$46,270.25				
Yr 3	FY__												
Yr 4	FY__												
Yr 5	FY__												
Total		\$541,625.00	\$0.00	\$0.00	\$0.00		\$0.00	\$541,625.00	\$161,945.88	\$0.00			
Date Awarded:			02/03/25	Tot. Awarded:		-\$154,750.00	Contract#:	51059 Amend 2					
(or) Date Denied:				Reason:									
(or) Date Withdrawn:				Reason:									

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

JP

Rev. 5/13/13  
5981 GCP Received 02/03/2025

GCP Approved 02/03/2025

 <h2 style="text-align: center;">GRANT AMENDMENT</h2>					
<b>Agency Tracking #</b> NA		<b>Edison ID</b> 51059		<b>Contract #</b> 51059	
<b>Amendment #</b> 2					
<b>Contractor Legal Entity Name</b> Metropolitan Government of Nashville and Davidson County					<b>Edison Vendor ID</b> 4
<b>Amendment Purpose &amp; Effect(s)</b> Revises Clauses, Revises Budget, Decreases Maximum Liability, and Shortens Expiration Date					
<b>Amendment Changes Contract End Date:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				<b>End Date:</b> 2/28/2025	
<b>TOTAL Contract Amount INCREASE or DECREASE per this Amendment</b> (zero if N/A):					<b>\$ -154,750.00</b>
<b>Funding —</b>					
<b>FY</b>	<b>State</b>	<b>Federal</b>	<b>Interdepartmental</b>	<b>Other</b>	<b>TOTAL Contract Amount</b>
FY24		\$386,875.00			<b>\$386,875.00</b>
FY25		\$154,750.00			<b>\$154,750.00</b>
<b>TOTAL:</b>		<b>\$541,625.00</b>			<b>\$541,625.00</b>
<b>Budget Officer Confirmation:</b> 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.			<b>OCR USE</b>		
<b>Speed Chart</b> FA00003436		<b>Account Code</b> County - 71301000			

**AMENDMENT TWO  
OF GRANT CONTRACT 51059**

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs, hereinafter referred to as the "State" and Metropolitan Government of Nashville and Davidson County, hereinafter referred to as the "Grantee." It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant Contract section B.1. is deleted in its entirety and replaced with the following:
  - B.1. This Grant Contract shall be effective on 7/1/2023 ("Effective Date") and extend for a period of Twenty (20) months after the Effective Date ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.
2. Grant Contract section C.1. is deleted in its entirety and replaced with the following:
  - C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Five Hundred Forty One Thousand Six Hundred Twenty Five Dollars (\$541,625.00) ("Maximum Liability"). The Grant Budget attached and incorporated as Attachment A-1 for fiscal year 2024 and Attachment A-1 for fiscal year 2025 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.
3. Grant Contract section D.20 is deleted in its entirety and replaced with the following:
  - 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—200.327 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 ten thousand dollars (\$10,000.00).
4. The following is added as Grant Contract section E.9.
  - E.9. Monitoring Sub-Contractors.
    - a. The Grantee shall develop written procedures for monitoring all of its State-approved subcontractors. The procedures must clearly outline the process for assuring that all subcontractors are in compliance with the terms of this contract, and with the OCJP Grants Manual and with applicable state and federal requirements.
    - b. The Grantee shall have an established quality assurance/quality improvement plan for all subcontractors; and

- c. The Grantee shall also maintain an internal quality improvement process that assesses the overall quality and performance of its subcontractors.
5. The following is added as Grant Contract section E.10.
  - E.10. Suspension of Payment.
    - a. In addition to termination of this Grant Contract for convenience or for cause, the State may suspend payment under this Grant Contract upon one or more of the following occurrences:
      - i. Grantee's failure to comply with the terms of Section A of this Grant Contract;
      - ii. More than one instance, after written notice, of Grantee's failure to address reportable findings in a Monitoring Report issued by the State; or.
      - iii. Grantee's failure to comply with any terms or Sections of this Grant Contract, which the State determines is detrimental to the welfare or best interests of Grantee's service recipients.
    - a. The State will provide written notice to Grantee for the suspension of payments under this Grant Contract. The State may suspend payment pending resolution of an investigation or until Grantee corrects a finding of non-compliance with the terms of this Grant Contract. Suspension of payments shall not exceed two hundred and forty (240) days and the suspension of payments does not prohibit the State from exercising any other rights or seeking other remedies available to it, including the termination of this Grant Contract for convenience or for cause as provided in Section.
6. Grant Contract Attachment A-1 is deleted in its entirety and replaced with the new attachment A-1 attached hereto.
7. Grant Contract Attachment B is deleted in its entirety and replaced with the new attachment B attached hereto.

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

Amendment Effective Date. The revisions set forth herein shall be effective 02/27/2025. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

**IN WITNESS WHEREOF,**

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:**

[SEE NEXT PAGE](#)

**GRANTEE SIGNATURE**

**DATE**

Freddie O' Connell, Mayor

**PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)**

**DEPARTMENT OF FINANCE AND ADMINISTRATION:**

**JAMES E. BRYSON, COMMISSIONER**

**DATE**

**SIGNATURE PAGE**  
**FOR**  
**GRANT NO.** OFS-VOCA Family Justice Center 24 Amend 2

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

**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**



Department Head  
Office of Family Safety

2-3-25  
Date

**APPROVED AS TO AVAILABILITY  
OF FUNDS:**



Director of Finance  
Department of Finance

2/5/2025 | 11:06 AM CST

Date

**APPROVED AS TO RISK AND INSURANCE:**



Director of Insurance

2/5/2025 | 9:14 AM PST

Date

**APPROVED AS TO FORM AND  
LEGALITY:**



Metropolitan Attorney

2/5/2025 | 11:11 AM CST

Date

\_\_\_\_\_  
Freddie O' Connell  
Metropolitan Mayor

\_\_\_\_\_  
Date

**ATTEST:**

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

\_\_\_\_\_  
Date

## ATTACHMENT A-1

Page 1

GRANT BUDGET				
AGENCY NAME: Metropolitan Government of Nashville and Davidson County (Office of Family Safety)				
FUND SOURCE: VOCA				
SOLICITATION IDENTIFICATION TITLE: Family Justice Center				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period:		BEGIN: 07/01/2023	END: 06/30/2024	
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes <sup>2</sup>	\$385,500.00	\$0.00	\$385,500.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications, all other items <sup>2</sup>	\$200.00	\$0.00	\$200.00
11, 12	Travel, Conferences & Meetings <sup>2</sup>	\$1,175.00	\$0.00	\$1,175.00
13	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
14	Insurance <sup>2</sup>	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals <sup>2</sup>	\$0.00	\$0.00	\$0.00
17	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
20	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
22	Indirect Cost <sup>2</sup>	\$0.00	\$0.00	\$0.00
24	In-Kind Expense <sup>2</sup>	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$386,875.00	\$0.00	\$386,875.00

<sup>1</sup> 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))

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

## ATTACHMENT A-1

Page 2

**GRANT BUDGET LINE-ITEM DETAIL:**

AGENCY NAME: Metropolitan Government of Nashville and Davidson County (Office of Family Safety)

FUND SOURCE: VOCA

SOLICITATION IDENTIFICATION TITLE: Family Justice Center

<b>SALARIES, BENEFITS &amp; TAXES</b>	<b>AMOUNT</b>
Position 1: <i>Inter Personal Violence Crisis Advocate, 12 month salary and fringe, 100% time on project</i>	\$77,100.00
Position 2: <i>Inter Personal Violence Crisis Advocate, 12 month salary and fringe, 100% time on project</i>	\$77,100.00
Position 3: <i>Inter Personal Violence Crisis Advocate, 12 month salary and fringe, 100% time on project</i>	\$77,100.00
Position 4: <i>Inter Personal Violence Crisis Advocate, 12 month salary and fringe, 100% time on project</i>	\$77,100.00
Position 5: <i>Inter Personal Violence Crisis Advocate, 12 month salary and fringe, 100% time on project</i>	\$77,100.00
<b>TOTAL</b>	<b>\$385,500.00</b>

<b>SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE &amp; SHIPPING, OCCUPANCY, EQUIPMENT RENTAL &amp; MAINTENANCE, PRINTING &amp; PUBLICATION</b>	<b>AMOUNT</b>
All Other Items: <i>Reimbursement for employee background check expenses</i>	\$200.00
<b>TOTAL</b>	<b>\$200.00</b>

<b>TRAVEL, CONFERENCES &amp; MEETINGS</b>	<b>AMOUNT</b>
Local Travel: <i>Travel to statewide meeting, community outreach (Appropriate mileage rates apply) trainings and /or Conferences.</i>	\$1,175.00
<b>TOTAL</b>	<b>\$1,175.00</b>



## ATTACHMENT A-1

Page 1

GRANT BUDGET			
AGENCY NAME: Metro Government of Nashville and Davidson County Family Safety Center			
FUND SOURCE: VOCA			
SOLICITATION IDENTIFICATION TITLE: Family Justice Center			
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 07/01/2024 END: 02/28/2025			
EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
Salaries, Benefits & Taxes <sup>2</sup>	\$154,600.00	\$0.00	\$154,600.00
Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications <sup>2</sup>	\$150.00	\$0.00	\$150.00
Travel, Conferences & Meetings <sup>2</sup>	\$0.00	\$0.00	\$0.00
Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
Insurance <sup>2</sup>	\$0.00	\$0.00	\$0.00
Specific Assistance To Individuals <sup>2</sup>	\$0.00	\$0.00	\$0.00
Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
Indirect Cost <sup>2</sup>	\$0.00	\$0.00	\$0.00
In-Kind Expense <sup>2</sup>	\$0.00	\$0.00	\$0.00
<b>GRAND TOTAL</b>	<b>\$154,750.00</b>	<b>\$0.00</b>	<b>\$154,750.00</b>

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

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

**ATTACHMENT A-1**

Page 2

**GRANT BUDGET LINE-ITEM DETAIL:**

AGENCY NAME: Metro Government of Nashville and Davidson County Family Safety Center

FUND SOURCE: VOCA

SOLICITATION IDENTIFICATION TITLE: Family Justice Center

<b>SALARIES, BENEFITS &amp; TAXES</b>	<b>AMOUNT</b>
Position 1: Inter Personal Violence Crisis Advocate, 12 month salary and fridge, 100% time on project	\$38,650.00
Position 2: Inter Personal Violence Crisis Advocate, 12 month salary and fridge, 100% time on project	\$38,650.00
Position 3: Inter Personal Violence Crisis Advocate, 12 month salary and fridge, 100% time on project	\$38,650.00
Position 4: Inter Personal Violence Crisis Advocate, 12 month salary and fridge, 100% time on project	\$38,650.00
<b>TOTAL</b>	<b>\$154,600.00</b>

*Note: Benefits must be calculated at the same or lesser percentage as the salary for each position.*

<b>SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE &amp; SHIPPING, OCCUPANCY, EQUIPMENT RENTAL &amp; MAINTENANCE, PRINTING &amp; PUBLICATION</b>	<b>AMOUNT</b>
Supplies: Pens, notebooks, and creation, interpretation, and printing of client materials	\$150.00
<b>TOTAL</b>	<b>\$150.00</b>

**ATTACHMENT B****Federal Award Identification Worksheet**

Subrecipient's name (must match name associated with its Unique Entity Identifier (SAM))	Metropolitan Government of Nashville and Davidson County
Subrecipient's Unique Entity Identifier (SAM)	LGZLHP6ZHM55
Federal Award Identification Number (FAIN)	2020-V2-GX-0012
Federal award date	9/17/2020
Subaward (Federal Award) Period of Performance Start and End Date	10/1/2019; 9/30/2023 Ext: 9/30/2024
Subaward (Federal Award) Budget Period Start and End Date	10/1/2019; 9/30/2023 Ext: 9/30/2024
Assistance Listing number (formerly known as the CFDA number) and Assistance Listing program title.	16.575;Victims of Crime Act 2020
Grant contract's (Sub-Recipient) begin date	7/1/2023
Grant contract's(Sub-Recipient) end date	02/28/2025
Amount of federal funds obligated by this grant contract	\$386,875.00 \$154,750.00
Total amount of federal funds obligated to the subrecipient	\$541,625.00
Total amount of the federal award to the pass-through entity (Grantor State Agency)	\$34,273,320.00
Federal award project description (as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA))	FJC
Name of federal awarding agency	Office for Victims of Crime
Name and contact information for the federal awarding official	DOJ: Attorney General Merrick B. Garland 202-514-2000
Name of pass-through entity	State of Tennessee: Finance & Administration; Office of Criminal Justice Programs
Name and contact information for the pass-through entity awarding official	Chelsie Leonard Chelsie.Leonard@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

## Certificate Of Completion

Envelope Id: 33E374EB-1FAC-4F89-B540-70A1DE66AF7D

Status: Completed

Subject: Complete with Docusign: OFS-VOCA Family Justice Center 24 Amend 2 Ready.pdf

Source Envelope:

Document Pages: 13

Signatures: 6

Envelope Originator:

Certificate Pages: 15

Initials: 1

Juanita Paulson

AutoNav: Enabled

730 2nd Ave. South 1st Floor

Envelopeld Stamping: Enabled

Nashville, TN 37219

Time Zone: (UTC-06:00) Central Time (US & Canada)

Juanita.Paulsen@nashville.gov

IP Address: 170.190.198.185

## Record Tracking

Status: Original

Holder: Juanita Paulson

Location: DocuSign

2/4/2025 11:23:19 AM

Juanita.Paulsen@nashville.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Metropolitan Government of Nashville and Davidson County

Location: DocuSign

## Signer Events

### Signature

### Timestamp

Tyler Ringland

Tyler.Ringland@nashville.gov

Security Level: Email, Account Authentication (None)

Sent: 2/4/2025 11:29:01 AM

Viewed: 2/4/2025 11:45:44 AM

Signed: 2/4/2025 12:28:59 PM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.190

## Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Aaron Pratt

Aaron.Pratt@nashville.gov

Security Level: Email, Account Authentication (None)

Sent: 2/4/2025 12:29:00 PM

Viewed: 2/5/2025 6:58:00 AM

Signed: 2/5/2025 10:52:46 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

## Electronic Record and Signature Disclosure:

Accepted: 2/5/2025 6:58:00 AM

ID: f0386256-349e-4137-847d-7907257ba8d9

Jenneen Reed/mjw

MaryJo.Wiggins@nashville.gov

Security Level: Email, Account Authentication (None)

Sent: 2/5/2025 10:52:47 AM

Viewed: 2/5/2025 11:04:26 AM

Signed: 2/5/2025 11:06:45 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.100

## Electronic Record and Signature Disclosure:

Accepted: 2/5/2025 11:04:26 AM

ID: f28f6f6c-c37c-465a-a29f-666e8b6649e9

Courtney Mohan

Courtney.Mohan@nashville.gov

Security Level: Email, Account Authentication (None)

Sent: 2/5/2025 11:06:48 AM

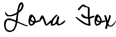
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Signed: 2/5/2025 11:11:26 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

## Electronic Record and Signature Disclosure:

Signer Events	Signature	Timestamp
Accepted: 2/5/2025 11:07:25 AM ID: 84313f80-4843-4460-8b66-e5b317729ec1		
Lora Fox lora.fox@nashville.gov Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	Sent: 2/5/2025 11:11:30 AM Viewed: 2/5/2025 11:13:37 AM Signed: 2/5/2025 11:14:03 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 2/5/2025 11:13:37 AM ID: 35332d7c-0742-4222-886c-1fc199f8c3e0		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Danielle Godin Danielle.Godin@nashville.gov Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 2/5/2025 11:14:06 AM Viewed: 2/5/2025 12:30:05 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Sally Palmer sally.palmer@nashville.gov Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 2/5/2025 11:14:07 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 2/5/2025 11:40:35 AM ID: 7e445b60-a14b-4816-bccb-7b190b4a06e4		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/4/2025 11:29:01 AM
Envelope Updated	Security Checked	2/5/2025 11:08:22 AM
Envelope Updated	Security Checked	2/5/2025 11:08:22 AM
Certified Delivered	Security Checked	2/5/2025 11:13:37 AM
Signing Complete	Security Checked	2/5/2025 11:14:03 AM
Completed	Security Checked	2/5/2025 11:14:07 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		