
GRANT SUMMARY SHEET

Grant Name: Hispanic, Child and Family VOCA Grant 24 Amend 1

Department: DISTRICT ATTORNEY

Grantor: U.S. DEPARTMENT OF JUSTICE

**Pass-Through Grantor
(If applicable):** Tennessee Office of Criminal Justice Programs

Total Award this Action: \$252,204.00

Cash Match Amount \$63,051.00

Department Contact: Tracey Houston
862-5500

Status: AMENDMENT

Program Description:

This team works with Hispanic victims of crimes, with child homicide families, and with child sexual and physical abuse victims and their families, who find the criminal justice system disorienting due to their limitations with language, with cultural understanding, maturity (especially in the case of child victims), and the psychological barriers associated with victimization. Amend 1 Revises Clauses, Revises Budget with an increase of \$252,204.00 resulting in an increased liability of \$504,408.00 and extends the contract expiration date to 06/30/2025. Expiration may exceed an additional 365 days but may not exceed 60 months. When the DA's Office applied for this grant, it was understood that the application contemplated a split of 80% grant funding and a 20% Metro cash match. In the grant award, the OCJP waived the 20% match requirement but did not increase funding to cover the entire amount of the salaries. As such, the 20% needed to cover the full salaries will be coming out of the DA's Office general fund appropriations.

Plan for continuation of services upon grant expiration:

This Family Violence VOCA grant has been in effect in Nashville since 1984, and has always had the support of the Mayor, Council, and MNP. There are no plans, at this time, to terminate funding at the federal level. Application is made to continue this project and service with general fund appropriations in the event that the grant would terminate.

Grants Tracking Form

Part One

Pre-Application <input type="radio"/>		Application <input type="radio"/>		Award Acceptance <input type="radio"/>		Contract Amendment <input checked="" type="radio"/>	
Department	Dept. No.	Contact		Phone	Fax		
DISTRICT ATTORNEY	019	Tracey Houston		862-5500	862-5599		
Grant Name:		Hispanic, Child and Family VOCA Grant 24 Amend 1					
Grantor:		U.S. DEPARTMENT OF JUSTICE		Other:			
Grant Period From:		07/01/23	<small>(applications only)</small> Anticipated Application Date:				
Grant Period To:		06/30/25	<small>(applications only)</small> Application Deadline:				
Funding Type:		FED PASS THRU	Multi-Department Grant <input type="checkbox"/> If yes, list below.				
Pass-Thru:		TENN OFFICE OF CRIMINAL JUSTICE PR	Outside Consultant Project: <input type="checkbox"/>				
Award Type:		COMPETITIVE	Total Award: \$252,204.00				
Status:		AMENDMENT	Metro Cash Match: \$63,051.00				
Metro Category:		Est. Prior.	Metro In-Kind Match: \$0.00				
CFDA #		16.575	Is Council approval required? <input checked="" type="checkbox"/>				
Project Description:		This team works with Hispanic victims of crimes, with child homicide families, and with child sexual and physical abuse victims and their families, who find the criminal justice system disorienting due to their limitations with language, with cultural understanding, maturity (especially in the case of child victims), and the psychological barriers associated with victimization. Amend 1 Revises Clauses, Revises Budget with an increase of \$252,204.00 resulting in an increased liability of \$504,408.00 and extends the contract expiration date to 06/30/2025. Expiration may exceed an additional 365 days but may not exceed 60 months. When the DA's Office applied for this grant, it was understood that the application contemplated a split of 80% grant funding and					
Plan for continuation of service after expiration of grant/Budgetary Impact:							
This Family Violence VOCA grant has been in effect in Nashville since 1984, and has always had the support of the Mayor, Council, and MNPD. There are no plans, at this time, to terminate funding at the federal level. Application is made to continue this project and service with general fund appropriations in the event that the grant would terminate.							
How is Match Determined?							
Fixed Amount of \$		or	20.0%	% of Grant			
Explanation for "Other" means of determining match:		<input type="checkbox"/> Other:					
For this Metro FY, how much of the required local Metro cash match:							
Is already in department budget?		\$68,200.00	Fund	10101	Business Unit 19101000		
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		11.51%	Indirect Cost of Grant to Metro:		\$72,571.70		
*Indirect Costs allowed? <input type="radio"/> Yes <input checked="" type="radio"/> No		% Allow.	0.00%	Ind. Cost Requested from Grantor: \$0.00 in budget			
<small>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</small>							
Draw down allowable? <input type="checkbox"/>							
Metro or Community-based Partners:							

Part Two

Grant Budget

Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY24	\$252,204.00	\$0.00	\$0.00	\$63,051.00	10101.19101000	\$0.00	\$315,255.00	\$36,285.85	0.00
Yr 2	FY25	\$252,204.00	\$0.00	\$0.00	\$63,051.00	10101.19101000	\$0.00	\$315,255.00	\$36,285.85	0.00
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
Total		\$504,408.00	\$0.00	\$0.00	\$126,102.00			\$630,510.00	\$72,571.70	0.00
Date Awarded:		Tot. Awarded: \$252,204.00		Contract#:						
(or) Date Denied:		Reason:								
(or) Date Withdrawn:		Reason:								

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



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: February 6, 2024

SUBJECT: Distribution of Grant Funds

OCJP respectfully submits the enclosed completed **Amendment** for processing.

Grant Award Type: **VOCA**

DGA #: **77706 – VOCA/METH(End-6/30/2028)**

Authorized Agency: **20th Judicial District Attorney General's Office**

Edison ID#: **50973**

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 is a VOCA grant that contains a National Emergency Pandemic Mandatory Match Waiver: Yes No

For questions or assistance regarding this contract, please contact **Laura Vermillion**, at (629)253-5892 or Laura.Vermillion@tn.gov

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: _____



GRANT AMENDMENT

Agency Tracking # NA	Edison ID 50973	Contract # 50973	Amendment # 1		
Contractor Legal Entity Name 20th Judicial District Attorney General's Office			Edison Vendor ID 4		
Amendment Purpose & Effect(s) Revises Clauses, Revises Budget, Increases Maximum Liability, and Extends Expiration Date					
Amendment Changes Contract End Date: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		End Date: 6/30/2025			
TOTAL Contract Amount INCREASE or DECREASE per this Amendment (zero if N/A):			+ \$252,204.00		
Funding —					
FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
FY24		\$252,204.00			\$252,204.00
FY25		\$252,204.00			\$252,204.00
TOTAL:		\$504,408.00			\$504,408.00
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>OCR USE</i>		
Speed Chart FA00003360		Account Code County - 71301000			

**AMENDMENT ONE
OF GRANT CONTRACT 50973**

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 20th Judicial District Attorney General's Office, 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 Four (24) 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 B.2. is added with the following:
 - 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.
3. 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 Four Thousand Four Hundred Eight Dollars (\$504,408.00) ("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.
4. Grant Contract section C.7. is deleted in its entirety and replaced with the following:
 - 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, in form and substance acceptable to the State.
 - a. If total disbursements by the State pursuant to this Grant Contract exceed the amounts permitted by Section C of this Grant Contract, the Grantee shall refund the difference to the State. The Grantee shall submit said refund with the final grant disbursement reconciliation report.
 - b. 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.
 - c. 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.
 - d. The Grantee must close out its accounting records at the end of the contract period in such a way that reimbursable expenditures and revenue collections are NOT carried forward.

- 5. Grant Contract section D.6. is deleted in its entirety and replaced with the following:
 - 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. Notwithstanding the foregoing, when administering a Federal or State grant, the Tennessee Department of Finance and Administration, Office of Criminal Justice Programs may contract with an entity for which a current employee of the State of Tennessee is providing criminal justice or victim service related professional services including training for allied professionals as an employee or independent contractor of the entity outside of his/her hours of state employment, provided that such outside employment does not violate applicable law, the state agency's policies, or create a conflict of interest.
- 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 April 30, 2024. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

IN WITNESS WHEREOF,

20TH JUDICIAL DISTRICT ATTORNEY GENERAL'S OFFICE:

	
GRANTEE SIGNATURE	DATE

The Honorable Glenn R. Funk, District Attorney General

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

DEPARTMENT OF FINANCE AND ADMINISTRATION:

JIM BRYSON, COMMISSIONER	DATE
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**SIGNATURE PAGE
FOR
GRANT NO. Hispanic, Child and Family Advocacy VOCA #50973**

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

**METROPOLITAN GOVERNMENT OF
NASHVILLE AND DAVIDSON COUNTY**

District Attorney General/Department

07/03/2024

Date

**APPROVED AS TO AVAILABILITY
OF FUNDS:**

Kevin Crumbo/mal

Director of Finance
Department of Finance

8/1/2024 | 10:18 AM CDT

Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb

Director of Insurance

8/1/2024 | 6:25 PM CDT

Date

**APPROVED AS TO FORM AND
LEGALITY:**

Courtney Mohan

Metropolitan Attorney

8/1/2024 | 1:35 PM CDT

Date

Freddie O' Connell
Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

GRANT BUDGET				
AGENCY NAME: District Attorney's Office - 20th Judicial District				
FUND SOURCE: VOCA				
SOLICITATION IDENTIFICATION TITLE: Victim Coordinator (County)				
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 ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$252,204.00	\$0.00	\$252,204.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
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
25	GRAND TOTAL	\$252,204.00	\$0.00	\$252,204.00

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)

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

GRANT BUDGET LINE-ITEM DETAIL:

AGENCY NAME: District Attorney's Office - 20th Judicial District

FUND SOURCE: VOCA

SOLICITATION IDENTIFICATION TITLE: Victim Coordinator (County)

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: Victim Witness Advocate, Salary/Benefits estimated at \$78,769; 100% of time on project	\$63,015.00
Position 2: Victim Witness Advocate, Salary/Benefits estimated at \$78,769; 100% of time on project	\$63,015.00
Position 3: Victim Witness Advocate, Salary/Benefits estimated at \$76,768; 100% of time on project	\$61,414.00
Position 4: Victim Witness Advocate, Salary/Benefits estimated at \$80,949; 100% of time on project	\$64,760.00
TOTAL	\$252,204.00

GRANT BUDGET				
AGENCY NAME: District Attorney's Office - 20th Judicial District				
FUND SOURCE: VOCA				
SOLICITATION IDENTIFICATION TITLE: Victim Coordinator (County)				
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4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
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
25	GRAND TOTAL	\$252,204.00	\$0.00	\$252,204.00

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>)

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

GRANT BUDGET LINE-ITEM DETAIL:

AGENCY NAME: District Attorney's Office - 20th Judicial District

FUND SOURCE: VOCA

SOLICITATION IDENTIFICATION TITLE: Victim Coordinator (County)

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: Victim Witness Advocate, Salary/Benefits estimated at \$78,769; 100% of time on project	\$63,015.00
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Position 4: Victim Witness Advocate, Salary/Benefits estimated at \$80,949; 100% of time on project	\$64,760.00
TOTAL	\$252,204.00

Federal Award Identification Worksheet

Subrecipient's name (must match name associated with its Unique Entity Identifier (SAM))	20 th Judicial District Attorney General's Office
Subrecipient's Unique Entity Identifier (SAM)	LGZLHP6ZHM55
Federal Award Identification Number (FAIN)	2020-V2-GX-0012
Federal award date	09/17/2020
Subaward (Federal Award) Period of Performance Start and End Date	10/01/2019 – 09/30/2023 Ext: 09/30/2024
Subaward (Federal Award) Budget Period Start and End Date	10/01/2019 – 09/30/2023 Ext: 09/30/2024
Assistance Listing number (formerly known as the CFDA number) and Assistance Listing program title.	16.575; Victims of Crime Act
Grant contract's (Sub-Recipient) begin date	7/1/2023
Grant contract's (Sub-Recipient) end date	6/30/2025
Amount of federal funds obligated by this grant contract	\$504,408.00
Total amount of federal funds obligated to the subrecipient	\$504,408.00
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))	VWC- County
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	Laura Vermillion Laura.vermillion@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