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## GRANT APPLICATION SUMMARY SHEET

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**Grant Name:** Adult Changing Table Bordeaux Branch 25

**Department:** PUBLIC LIBRARY

**Grantor:** TN Department of Disability & Aging

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

**Total Applied For** \$5,000.00

**Metro Cash Match:** \$0.00

**Department Contact:** Marteja Bailey  
862-5805

**Status:** NEW

**Program Description:**

Adult Changing Table for the Bordeaux Branch location of the Nashville Public Library.

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

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**APPROVED AS TO AVAILABILITY  
OF FUNDS:**

**APPROVED AS TO FORM AND  
LEGALITY:**

*Kevin Crumbo/mjw*

10/18/2024 | 4:01 PM CDT

**Director of Finance**

**Date**

*Courtney Mohan*

10/21/2024 | 9:00 AM CDT

**Metropolitan Attorney**

**Date**

**APPROVED AS TO RISK AND  
INSURANCE:**

*Balaqun Cobb*

10/21/2024 | 9:01 AM CDT

**Director of Risk Management  
Services**

**Date**

### Grants Tracking Form

Part One

<b>Pre-Application</b> <input type="radio"/>		<b>Application</b> <input checked="" type="radio"/>		<b>Award Acceptance</b> <input type="radio"/>		<b>Contract Amendment</b> <input type="radio"/>	
Department	Dept. No.	Contact		Phone	Fax		
PUBLIC LIBRARY	039	Marteja Bailey		862-5805			
<b>Grant Name:</b>		Adult Changing Table Bordeaux Branch 25					
<b>Grantor:</b>		TN Department of Disability & Aging		<b>Other:</b>			
<b>Grant Period From:</b>	12/01/24	<small>(applications only)</small> <b>Anticipated Application Date:</b>					
<b>Grant Period To:</b>	06/30/25	<small>(applications only)</small> <b>Application Deadline:</b>		06/01/25			
<b>Funding Type:</b>	STATE	<b>Multi-Department Grant</b>		<input type="checkbox"/> <b>If yes, list below.</b>			
<b>Pass-Thru:</b>		<b>Outside Consultant Project:</b>		<input type="checkbox"/>			
<b>Award Type:</b>	COMPETITIVE	<b>Total Award:</b>		\$5,000.00			
<b>Status:</b>	CONTINUATION	<b>Metro Cash Match:</b>		\$0.00			
<b>Metro Category:</b>	Est. Prior.	<b>Metro In-Kind Match:</b>		\$0.00			
<b>CFDA #</b>	N/A	<b>Is Council approval required?</b>		<input checked="" type="checkbox"/>			
<b>Project Description:</b>		<b>Applic. Submitted Electronically?</b> <input checked="" type="checkbox"/>					
Adult Changing Table for the Bordeaux Branch location of the Nashville Public Library.							
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>							
<b>How is Match Determined?</b>							
<b>Fixed Amount of \$</b>		or		<b>% of Grant</b>			
				<b>Other:</b> <input type="checkbox"/>			
<b>Explanation for "Other" means of determining match:</b>							
<b>For this Metro FY, how much of the required local Metro cash match:</b>							
<b>Is already in department budget?</b>		No		<b>Fund</b>	<b>Business Unit</b> 39304150		
<b>Is not budgeted?</b>		<b>Proposed Source of Match:</b>					
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>							
<b>Other:</b>							
<b>Number of FTEs the grant will fund:</b>		0.00		<b>Actual number of positions added:</b> 0.00			
<b>Departmental Indirect Cost Rate</b>		17.95%		<b>Indirect Cost of Grant to Metro:</b> \$897.50			
<b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No		<b>% Allow.</b> 0.00%		<b>Ind. Cost Requested from Grantor:</b> \$0.00 <b>in budget</b>			
<small>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</small>							
<b>Draw down allowable?</b> <input type="checkbox"/>		<b>Metro or Community-based Partners:</b>					

Part Two

Grant Budget

Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY25		\$5,000.00					\$5,000.00	\$991.50	
Yr 2	FY__									
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
<b>Total</b>		\$0.00	\$5,000.00	\$0.00	\$0.00		\$0.00	\$5,000.00	\$991.50	\$0.00
<b>Date Awarded:</b>			<b>Tot. Awarded:</b>			<b>Contract#:</b>				
<small>(or) Date Denied:</small>			<b>Reason:</b>							
<small>(or) Date Withdrawn:</small>			<b>Reason:</b>							


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



5931

GCP Received 10/17/2024

GCP Approved 10/17/2024



## HURRICANE HELENE

# Grant Funding Opportunities

## Applying for a DDA Grant?

- [Become an Authorized Vendor](#)

## Available Grant Funding

### ✓ Adult Size Changing Tables

The Tennessee Department of Disability and Aging is accepting grant funding applications for adult changing tables. DDA is offering up to \$10,000 in grant funding for the installation of adult changing tables in area businesses, municipalities, and public spaces. The funding will allow for businesses to fund reasonable renovation costs associated with the installation of the table.

The grants will provide funds for facilities open to the public, such as parks, recreation centers, malls, and restaurants. Private and municipal entities can use the funds to purchase and install powered, height-adjustable, adult-sized changing tables for single-occupancy family restrooms.

Applicants may submit requests for funding up to \$10,000 per table. Previously, funding was capped at \$5,000.

“Adult-sized changing tables have the ability to change lives and communities for children with disabilities, as well as those caring for aging family members,” said DDA Commissioner Brad Turner. “With an increase in grant funding, we hope more businesses and municipalities will apply and help create more inclusive spaces for Tennessee families and individuals.”

In 2022, the Tennessee General Assembly approved \$1 million for this grant program. So far, this funding has provided for the installation of more than 40 adult-sized changing tables across Tennessee. Past grant awardees include **Dollywood, Nissan Stadium, and the Creative Discovery Museum.**

Those wishing to apply must be either private or municipal entities within the state of Tennessee, and the funding must be used for facilities that are open to the public within the state.

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## Interested in Installing a Table?

Tables can range in cost, with recommended models costing between approximately \$2445 to \$6200.

Requirements for changing tables include:

- Powered and height-adjustable, for safety of the person and caregiver assisting
  - Placed in single occupancy restrooms, universal to gender, open to the public
  - Room size of at least 10x14.6 ft. This allows for a turning radius of 60" for the wheelchair in the middle of the room and 36" of space at one end of the table
  - Clear signage at the entrance of the building.
- 

## How to Apply:

If you are interested in applying for a universal adult changing table, [please fill out the application at this link](#) . The DDA team may contact you for clarification or further information.

Be prepared to provide:

- Name of organization
  - Contact email
  - State of Tennessee Edison ID or W9
  - Location of proposed installation site
  - Anticipated breakdown of costs
  - Anticipated timeframe to complete installation
-

## Have Questions?

### Vendors:

- MaxAbility, a changing table vendor, is available to provide technical assistance about table specifications and installation of the tables at [darrell@max-ability.com](mailto:darrell@max-ability.com).
- Smirthwaite, a changing table vendor, is also available to provide technical assistance about table specifications and installation of the tables at [marat@mberggroup.com](mailto:marat@mberggroup.com).

*Please note that the state does not endorse any particular vendor.*

If you have additional questions about tables, installation, or other components of this grant program, please contact the Public Affairs inbox at [PublicAffairs.DDA@tn.gov](mailto:PublicAffairs.DDA@tn.gov). We will assist in directing your question to the appropriate party.

Thanks to the Tennessee Council on Developmental Disabilities for their advocacy on this important issue. [You can learn more about the origin of this grant program on the Council's website.](#)

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### Adult Changing Tables at Natchez Trace State Park



Earlier this year, the department partnered with the Department of Environment and Conservation, Tennessee State Parks, and the Tennessee State Parks Conservancy to install an adult-sized changing table in the visitors' center at Natchez Trace State Park.



∨ Residential Pilot Program

## Previous Grant Initiatives

∨ Respite Ministries Grant

✓ Tennessee Believes

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✓ Inclusive Playground and Facility Grant

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✓ Senior Center Grant

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# Adult Changing Table Grant Opportunity

The Tennessee Department of Disability and Aging is offering a grant opportunity that shall provide funds to purchase and install powered, height-adjustable, adult-sized changing tables for single occupancy family restrooms. Applicants may submit requests for funding up to \$10,000.00 for a single award. Applicants must be either private or municipal entities in the state of Tennessee. The award must be used for facilities that are open to the public within the state of Tennessee.

***These are cost-reimbursement grants. The scope must be completed before any chosen Grantee can request reimbursement from the State.***

**Applicants must provide the following:**

**Name of organization**

**Contact email**

**Type of Organization**

**State of Tennessee Edison ID or W9**

**Location of proposed installation site**

**Anticipated breakdown of costs**

**Anticipated time frame to complete installation**

***The Process:***

**If selected, the applicant will receive an email and a Proforma grant contract for review. Upon completion of all signatures, the Grantees shall then proceed to complete the scope within the agreed grant duration. Upon completion of the scope,**



**the Grantee shall than request reimbursement from the State as prescribed in section C.5. of the State's Proforma grant contract.**

**Applications will be accepted until June 1, 2025.**

Name of Organization \*

Metro Government of Nashville & Davidson County

Type of Organization \*

TN Local Government

Contact Email \*

marteja.bailey@nashville.gov

Contact Email

Date/Time

MMMM DD, YYYY 10/16/2024  hh:mm aa 

State of Tennessee Edison ID or W9

0000000000000000000074566

Please visit [https://hub.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP\\_GUEST](https://hub.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST) to register

Location of proposed installation site \*

4000 Clarksville Pike, Nashville, TN 37128 - Bordeaux Branch Library

Is this restroom available to the general public? \*

- Yes
- No

Is this is a single occupancy restroom? \*

- Yes
- No

Anticipated breakdown of costs \*

Cost of Table: Maximum of \$5,000

Grants cannot exceed \$10,000.00

Anticipated timeframe to complete installation \*

Table will be ordered as soon as the grant contract is made available. Once the contract is in place, table should be delivered within 8 weeks and installed immediately.

Submit Form



[? Help](#)

[Translate](#)

[Font Size](#)

TN.Gov

APPLICATION FOR Adult Changing Table Grant

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

*Terri M. Lal*

Director  
Department of

10-15-2024

Date

**ATTACHMENT A**

<b>GRANT BUDGET</b>				
The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following				
<b>Applicable</b>				
<b>Period:</b> <b>BEGIN:</b> December 1, 2024 <b>END:</b> June 30, 2025				
<b>POLICY 03 Object Line-Item Reference</b>	<b>EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup></b>	<b>GRANT CONTRACT</b>	<b>GRANTEE PARTICIPATION</b>	<b>TOTAL PROJECT</b>
1, 2	Salaries, Benefits & Taxes	0.00	0.00	0.00
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	0.00	0.00	0.00
11, 12	Travel, Conferences & Meetings	0.00	0.00	0.00
13	Interest <sup>2</sup>	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance To Individuals	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>	\$5,000.00	0.00	\$5,000.00
22	Indirect Cost	0.00	0.00	0.00
24	In-Kind Expense	0.00	0.00	0.00
25	<b>GRAND TOTAL</b>	<b>\$5,000.00</b>	<b>0.00</b>	<b>\$5,000.00</b>

<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/finance/looking-for/policies.html>).

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



**ATTACHMENT A**

**GRANT BUDGET LINE-ITEM DETAIL:**

<b>CAPITAL PURCHASE</b>	<b>AMOUNT</b>
Adult-sized changing table for family restrooms (purchase and installation)	\$5,000.00
<b>TOTAL</b>	<b>\$5,000.00</b>

**Certificate Of Completion**

Envelope Id: FEFF44D8D3974231B66701D5A9DA0B02	Status: Completed
Subject: Complete with DocuSign: Public Library- Adult Changing Table Bordeaux Branch 25 Ready.pdf	
Source Envelope:	
Document Pages: 15	Signatures: 6
Certificate Pages: 15	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Juanita Paulson
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	Juanita.Paulsen@nashville.gov
	IP Address: 170.190.198.190

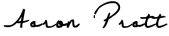
**Record Tracking**

Status: Original	Holder: Juanita Paulson	Location: DocuSign
10/18/2024 1:23:36 PM	Juanita.Paulsen@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign


**Signer Events**

Signer Events	Signature	Timestamp
Alla Cross Alla.Cross@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 10/18/2024 1:31:10 PM Viewed: 10/18/2024 2:48:47 PM Signed: 10/18/2024 2:48:53 PM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	

**Electronic Record and Signature Disclosure:**  
Accepted: 10/18/2024 2:48:47 PM  
ID: adefe502-ba71-4850-ae1d-f1e5b6b1cf1c

Aaron Pratt Aaron.Pratt@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 10/18/2024 2:48:55 PM Viewed: 10/18/2024 3:03:42 PM Signed: 10/18/2024 3:03:50 PM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	

**Electronic Record and Signature Disclosure:**  
Accepted: 10/18/2024 3:03:42 PM  
ID: a187bbae-13be-42e7-934b-20a77baa985f

Kevin Crumbo/mjw MaryJo.Wiggins@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 10/18/2024 3:03:53 PM Viewed: 10/18/2024 4:00:46 PM Signed: 10/18/2024 4:01:22 PM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	

**Electronic Record and Signature Disclosure:**  
Accepted: 10/18/2024 4:00:46 PM  
ID: 8f6d57c8-1618-4861-8de1-d63115df190f

Courtney Mohan Courtney.Mohan@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 10/18/2024 4:01:24 PM Viewed: 10/21/2024 8:48:16 AM Signed: 10/21/2024 9:00:00 AM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.144	

Signer Events	Signature	Timestamp
<b>Electronic Record and Signature Disclosure:</b> Accepted: 10/21/2024 8:48:16 AM ID: c4a2e19e-ebea-4afe-b5d4-994651958498		
Balogun Cobb balogun.cobb@nashville.gov Insurance Division Manager Security Level: Email, Account Authentication (None)	<i>Balogun Cobb</i>  Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.144	Sent: 10/21/2024 9:00:03 AM Viewed: 10/21/2024 9:01:37 AM Signed: 10/21/2024 9:01:46 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 10/21/2024 9:01:37 AM  
 ID: 69181646-f0ea-4c8c-adc5-ff105495ad51

In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>

Carbon Copy Events	Status	Timestamp
Danielle Godin Danielle.Godin@nashville.gov Security Level: Email, Account Authentication (None)	COPIED	Sent: 10/21/2024 9:01:49 AM Viewed: 10/21/2024 9:47:27 AM

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

Sally Palmer sally.palmer@nashville.gov Security Level: Email, Account Authentication (None)	COPIED	Sent: 10/21/2024 9:01:50 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 10/21/2024 8:34:33 AM ID: a6917d7e-4780-403a-b7d3-fab2bf59e7be		

Witness Events	Signature	Timestamp
<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	10/18/2024 1:31:10 PM
Certified Delivered	Security Checked	10/21/2024 9:01:37 AM
Signing Complete	Security Checked	10/21/2024 9:01:46 AM
Completed	Security Checked	10/21/2024 9:01:50 AM

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