
GRANT SUMMARY SHEET

Grant Name: Healthy Built Environments 25-26

Department: NDOT

Grantor: TENNESSEE DEPARTMENT OF HEALTH

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

Total Award this Action: \$80,000.00

Cash Match Amount \$0.00

Department Contact: Casey Hopkins
880-1676

Status: NEW

Program Description:

The Antioch Pike Tactical Urbanism project proposes the following interventions: Open Streets event to convene residents, businesses, students, and other community members in a car-free block party environment. Community organizations will adopt sections of the street for different health-promoting activities. Tactical urbanism active transportation project to transform this unsafe, uncomfortable, car-dominant street into a complete street which promotes active transportation for people of all ages and abilities.

Plan for continuation of services upon grant expiration:

This installation is temporary while the department looks to fund a permanent installation

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			
NDOT		Casey Hopkins	880-1676				
Grant Name:		Healthy Built Environments 25-26					
Grantor:		TENNESSEE DEPARTMENT OF HEALTH	Other:				
Grant Period From:		07/01/24	(applications only) Anticipated Application Date:		05/09/24		
Grant Period To:		06/30/26	(applications only) Application Deadline:		05/14/24		
Funding Type:		STATE	Multi-Department Grant		<input type="checkbox"/> If yes, list below.		
Pass-Thru:			Outside Consultant Project:		<input type="checkbox"/>		
Award Type:		COMPETITIVE	Total Award:		\$80,000.00		
Status:		NEW	Metro Cash Match:		\$0.00		
Metro Category:		New Initiative	Metro In-Kind Match:		\$0.00		
CFDA #		N/A	Is Council approval required?		<input checked="" type="checkbox"/>		
Project Description:		The Antioch Pike Tactical Urbanism project proposes the following interventions: Open Streets event to convene residents, businesses, students, and other community members in a car-free block party environment. Community organizations will adopt sections of the street for different health-promoting activities. Tactical urbanism active transportation project to transform this unsafe, uncomfortable, car-dominant street into a complete street which promotes active transportation for people of all ages and abilities. Community members have discussed several tactical urbanism interventions to spark a greater adoption of health-promoting transportation methods. These include high visibility crossings, bike lanes, and green infrastructure to better connect community members with the schools, childcare centers, green markets, health clinics, pocket parks, and other amenities located on both sides of the street.					
Plan for continuation of service after expiration of grant/Budgetary Impact:		This installation is temporary while the department looks to fund a permanent installation					
How is Match Determined?							
Fixed Amount of \$		or	% of Grant		Other: <input checked="" type="checkbox"/>		
Explanation for "Other" means of determining match:							
A match is not required							
For this Metro FY, how much of the required local Metro cash match:							
Is already in department budget?		No		Fund	N/A	Business Unit	
Is not budgeted?				Proposed Source of Match:		N/A	
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)							
Other:							
Number of FTEs the grant will fund:		0.00		Actual number of positions added:		0.00	
Departmental Indirect Cost Rate		18.83%		Indirect Cost of Grant to Metro:		\$15,064.00	
*Indirect Costs allowed? <input type="radio"/> Yes <input checked="" type="radio"/> No		% Allow.		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:							
Walk Bike Nashville and Civic Design Center							

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	\$0.00	\$80,000.00	\$0.00	\$0.00	N/A	\$0.00	\$80,000.00	\$0.00	\$0.00
Yr 2	FY26	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00
Yr 3										
Yr 4	FY__									
Yr 5	FY__									
Total		\$0.00	\$80,000.00	\$0.00	\$0.00	N/A	\$0.00	\$80,000.00	\$0.00	\$0.00
Date Awarded:				07/09/24	Tot. Awarded:		\$80,000.00	Contract#:		34360-05825
(or) Date Denied:					Reason:					
(or) Date Withdrawn:					Reason:					

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



Resolution No. _____

A resolution accepting a Healthy Built Environment grant from the Tennessee Department of Health to the Metropolitan Government, acting by and through the Nashville Department of Transportation and Multimodal Infrastructure (NDOT), to assist in funding the Antioch Pike Tactical Urbanism project to facilitate pedestrian safety, social interaction, and improved streetscapes.

WHEREAS, the Tennessee Department of Health has awarded a grant in an amount not to exceed \$80,000.00 with no cash match required to the Metropolitan Government, acting by and through the Nashville Department of Transportation and Multimodal Infrastructure, to assist in funding the Antioch Pike Tactical Urbanism project to facilitate pedestrian safety, social interaction, and improved streetscapes; and,

WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that this grant be accepted.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That the Healthy Built Environment grant by and between the Tennessee Department of Health, with an award of \$80,000.00, to the Metropolitan Government, acting by and through the Nashville Department of Transportation and Multimodal Infrastructure, to assist in funding the Antioch Pike Tactical Urbanism project to facilitate pedestrian safety, social interaction, and improved streetscapes, a copy of which is attached hereto and incorporated herein, is hereby approved, and the Metropolitan Mayor is authorized to execute the same.

Section 2. That the amount of this grant be appropriated to the Nashville Department of Transportation and Multimodal Infrastructure based on the revenues estimated to be received and any match to be applied.

Section 3. That this resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

APPROVED AS TO AVAILABILITY OF FUNDS:

INTRODUCED BY:

Kevin Crumbo/mal _____
or


Department of Finance

Member(s) of Council

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan _____
.....y

DGA:83023

 GOVERNMENTAL GRANT CONTRACT (cost reimbursement grant contract with a federal or Tennessee local governmental entity or their agents and instrumentalities)					
Begin Date July 1, 2024		End Date June 30, 2026		Agency Tracking # 34360-05825	
Edison ID					Edison Vendor ID 4
Grantee Legal Entity Name Metropolitan Government of Nashville-Davidson County					
Subrecipient or Recipient <input type="checkbox"/> Subrecipient <input checked="" type="checkbox"/> Recipient			Assistance Listing Number Grantee's fiscal year end June 30th		
Service Caption (one line only) Healthy Built Environments					
Funding —					
FY	State	Federal	Interdepartmental	Other	TOTAL Grant Contract Amount
2025	\$80,000				\$80,000
2026	\$0				\$0
TOTAL:	\$80,000				\$80,000
Grantee Selection Process Summary					
<input checked="" type="checkbox"/> Competitive Selection			Request for Application (RFA) #34301-17625 was completed.		
<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. <div style="text-align: center;"><i>Eric Bucholz</i></div>				CPO USE - GG	
Speed Chart (optional)		Account Code (optional)			

**GRANT CONTRACT
BETWEEN THE STATE OF TENNESSEE,
DEPARTMENT OF HEALTH
AND
METROPOLITAN GOVERNMENT OF NASHVILLE-DAVIDSON COUNTY**

This grant contract ("Grant Contract"), by and between the State of Tennessee, Department of Health, hereinafter referred to as the "State" or the "Grantor State Agency" and Grantee Metropolitan Government of Nashville-Davidson County, hereinafter referred to as the "Grantee," is for the provision of Healthy Built Environments, 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. Service Goal. Promote health equity by supporting local governments, not-for-profit and non-governmental organizations who are engaged as partners with local communities to plan, develop, implement and assess sustainable plans and projects that increase access to safe, tobacco-free, and publicly accessible places, offering opportunities for physical activity for a diverse group of users, including those who live, visit, work, play, worship, and learn in the community.
- A.3. Service Recipients. Those who live, visit, work, play, worship, and learn in the communities.
- A.4. Service Description. The Grantee shall provide services, with measurable outcomes, as specified in its approved application. The Grantee shall:
- a. Establish and support internal and external mechanisms for collaboration and shared decision-making;
 - b. Promote health in all policies through built environment initiatives;
 - c. Remove barriers to access and increase opportunities for physical activity by planning for and providing publicly accessible facilities (must be on public property or an easement on private property for public use) such as parks, greenways, walking tracks, sidewalks, and bikeways for transportation; additionally, address transportation barriers which limit access to healthy foods and health and wellness services;
 - d. Identify and leverage opportunities to incorporate healthier design into planning of programs and infrastructure;
 - e. Expand and share resources to support local communities and diverse populations;
 - f. Build relationships by working with and for local communities; and
 - g. Engage individuals and/or partners with communications expertise to increase awareness of needs, resources, successes, and impact.
- A.5. Service Reporting. The Grantee must submit and/or participate in the following:
- a. An evaluation and grant management webinar with the State. This will be completed before the end of the first 60 days of the contract term. The grantee must submit an updated work and evaluation plan to the state within 30 days of completing the webinar.

- b. A quarterly written progress report that updates the State on progress of the project as detailed in D.17. An online template to meet this requirement will be provided by the State. The grantee shall include an updated Work and Evaluation Plan and pictures as necessary with these reports on the template that the State provides. Quarterly reports shall be due within 30 days at the conclusion of each three-month quarter.
 - c. Disbursement Reconciliation and Close Out Report. These are outlined in section C.7. These should be submitted in accordance with the guidance in C.7. They should also be attached with the online quarterly report described in A.5.b.
 - d. A final report with an evaluation. This shall be due within 60 days after the end of the grant contract term and shall follow the guidelines of the work and evaluation plan made concluding the webinar described in A.5.a
 - e. Site visits. The Grantee will allow and participate in site visits from the State as requested.
 - f. Final versions of work products at various stages of product implementation as requested by the State. This could include:
 - i. Agendas and minutes from stakeholder meetings;
 - ii. Community questionnaires/surveys;
 - iii. Needs assessment (walking audits, greenspace analysis, etc.);
 - iv. Requests for bids and executed agreements with service providers; and
 - v. Preliminary and final designs, plans, building specifications, and healthy impact assessments.
- A.6. Incarcerated Individual Participation. If a Grantee intends to include incarcerated individuals in any project, the Grantee shall put in place reasonable and necessary safety precautions, including, but not limited to, assurance that no minors or other vulnerable population is accessible to the participating incarcerated individuals during the subject project.
- A.7. The Grantee shall limit resources to US-based (onshore) resources only.
- A.8. 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 1) incorporated to elaborate supplementary scope of services specifications.
- A.9. In the event that the Grantee is subject to an audit in accordance with Section D.19. hereunder, the Grantee shall log in to their account on the Edison Supplier Portal to complete the Information for Audit Purposes (IAP) and End of Fiscal Year (EOFY) eForms.
- A.10. No funds awarded under this Grant Contract shall be used for lobbying federal, state, or local officials.

B. TERM OF CONTRACT:

This Grant Contract shall be effective on July 1, 2024 (“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.

C. PAYMENT TERMS AND CONDITIONS:

- C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed eighty thousand dollars (\$80,000) (“Maximum Liability”). The Grant Budget, attached and incorporated as Attachment 2 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 (Attachment 3) 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:

Healthy Development Coordinator
Department of Health
Andrew Johnson Tower, 5th Floor
710 James Robertson Pkwy.
Nashville, TN 37243

- 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 Health, Office of Primary Prevention.
 - (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.
 - (4) An invoice under this Grant Contract shall be presented to the State within thirty (30) days after the end of the calendar month in which the subject costs were incurred or services were rendered by the Grantee. An invoice submitted more than thirty (30) days after such date will NOT be paid. The State will not deem such Grantee costs to be allowable and reimbursable by the State unless, at the sole discretion of the State, the failure to submit a timely invoice is warranted. The Grantee shall submit a special, written request for reimbursement with any such untimely invoice. The request must detail the reason the invoice is untimely as well as the Grantee's plan for submitting future invoices as required, and it must be signed by a Grantee agent that would be authorized to sign this Grant Contract.
- 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 a grant disbursement reconciliation report within thirty (30) days following the end of each quarter and a final invoice and final grant disbursement reconciliation report within forty-five (45) days of the Grant Contract end date and in form and substance acceptable to the State (Attachment 4).
 - a. If total disbursements by the State pursuant to this Grant Contract exceed the amounts permitted by the section C, payment terms and conditions of this Grant Contract, the Grantee shall refund the difference to the State. The Grantee shall submit the 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 by this Grant Contract 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 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 Central Procurement Office Policy Statement 2013-007 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:

John Vick, Director
Tennessee Department of Health, Office of Primary Prevention
Andrew Johnson Tower, 5th Floor
710 James Robertson Parkway
Nashville, TN 37243
John.vick@tn.gov
Telephone # (615) 253-4665

The Grantee:

Freddie O'Connell, Mayor
Metropolitan Government of Nashville-Davidson County
1 Public Square
Nashville, TN 37201
mayor@nashville.gov
Telephone # 615-862-6000

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 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 5 to the Grant Contract.

- D.19. Audit Report. The Grantee shall be audited in accordance with applicable Tennessee law.

At least ninety (90) days before the end of its fiscal year, the Grantee shall complete the Information for Audit Purposes ("IAP") form online (accessible through the Edison Supplier portal) to notify the State whether or not Grantee is subject to an audit. The Grantee should submit only one, completed form online during the Grantee's fiscal year. Immediately after the fiscal year has ended, the Grantee shall fill out the End of Fiscal Year ("EOFY") (accessible through the Edison Supplier portal).

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—200.327 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 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. No Acquisition of Equipment or Motor Vehicles. This Grant Contract does not involve the acquisition and disposition of equipment or motor vehicles acquired with funds provided under this Grant Contract.
- 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.

- D.36. State Sponsored Insurance Plan Enrollment. The Grantee warrants that it will not enroll or permit its employees, officials, or employees of contractors to enroll or participate in a state sponsored health insurance plan through their employment, official, or contractual relationship with Grantee unless Grantee first demonstrates to the satisfaction of the Department of Finance and Administration that it and any contract entity satisfies the definition of a governmental or quasigovernmental entity as defined by federal law applicable to ERISA.

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. Printing Authorization. The Grantee agrees that no publication coming within the jurisdiction of Tenn. Code Ann. § 12-7-101, *et seq.*, shall be printed pursuant to this Grant Contract unless a printing authorization number has been obtained and affixed as required by Tenn. Code Ann. § 12-7-103(d).
- E.3. Environmental Tobacco Smoke. Pursuant to the provisions of the federal "Pro-Children Act of 1994" and the "Children's Act for Clean Indoor Air of 1995," Tenn. Code Ann. §§ 39-17-1601 through 1606, the Grantee shall prohibit smoking of tobacco products within any indoor premises in which services are provided to individuals under the age of eighteen (18) years. The Grantee shall post "no smoking" signs in appropriate, permanent sites within such premises. This prohibition shall be applicable during all hours, not just the hours in which children are present. Violators of the prohibition may be subject to civil penalties and fines. This prohibition shall apply to and be made part of any subcontract related to this Grant Contract.
- E. 4. Healthy Eating Requirements. Grant recipients who purchase or serve snacks or meals in conjunction with their performance under this Grant Contract shall provide only healthy foods. No high sugar beverage shall be served at any time. Fruits and vegetables shall be given preference in menu selections.

IN WITNESS WHEREOF,

METROPOLITAN GOVERNMENT OF NASHVILLE-DAVIDSON COUNTY:

SEE NEXT PAGE

FREDDIE O'CONNELL, MAYOR

DATE

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

DEPARTMENT OF HEALTH:

**SIGNATURE PAGE
FOR
Healthy Built Environments Grant**

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DocuSigned by:

Diana W. Alarcon

CCA6046554B9461...

Diana W. Alarcon, Director
Nashville Department of Transportation
and Multimodal Infrastructure

7/9/2024

Date

APPROVED AS TO AVAILABILITY
OF FUNDS:

Kevin Crumbo/mal

Director
Department of Finance

7/23/2024 | 4:12 PM CDT

Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb

Director
Department of Finance

7/23/2024 | 4:29 PM CDT

Date

APPROVED AS TO FORM AND
LEGALITY:

Courtney Mohan

Metropolitan Attorney

7/23/2024 | 4:28 PM CDT

Date

Freddie O'Connell
Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

RALPH ALVARADO, MD, FACP, COMMISSIONER

DATE

2024 Healthy Built Environment Application

Response ID:76 Data

1. APPLICANT INFORMATION

1. Applicant Name (name of the organization, non-profit, etc. NOT the name of an individual person.)

Metropolitan Government of Nashville-Davidson County

2. Which county will the project take place in?

Davidson

3. Descriptive Project Title (7 words or less)

Antioch Pike Open Streets and Tactical Urbanism

4. Contact Person Name

Casey Hopkins

5. Contact person email address

casey.hopkins@nashville.gov

6. Re-confirm Email Address

casey.hopkins@nashville.gov

7. Contact person phone number

615-880-1676

8. Please upload the completed Competitive Requirements form.

[COMPETITIVE_REQUIREMENTS_031522_FF_Metro.pdf](#)

2. PROJECT INFORMATION

9. Which phase will be the focus of the project?

Phase B: Infrastructure Design/Construction (maximum \$80,000, must be completed within 24 months)

10. How much money in total do you intend to ask for? (maximum \$80,000)

80000

11. Please provide the address where the project will take place. If this is a planning project, please use a central address in the area that the plan will be for.

160 Antioch Pike, Nashville TN 37211

12. Project Abstract and Problem Statement (350 words max)

Briefly explain:

the defined need and health disparity in your target population;

the proposed project; and

how the proposed project addresses that need and promotes health equity.

Antioch Pike serves as a vital corridor for residents, businesses, and commuters. However, it faces several challenges:

1. **Pedestrian Safety and Accessibility:** The existing streetscape lacks safe pedestrian crossings, adequate sidewalks, and accessible public spaces. This deficiency disproportionately affects vulnerable populations, including low-income residents, seniors, and people with disabilities.

2. **Health Disparities:** Residents in this area experience health disparities due to limited access to green spaces, physical activity opportunities, and social interaction. These disparities contribute to adverse health outcomes, including obesity, mental health issues, and social isolation.

The Antioch Pike Tactical Urbanism project proposes the following interventions:

1. **Open Streets event** to convene residents, businesses, students, and other community members in a car-free block party environment. Community organizations will adopt sections of the street for different health-promoting activities.

2. **Tactical urbanism active transportation project** to transform this unsafe, uncomfortable, car-dominant street into a complete street which promotes active transportation for people of all ages and abilities. Community members have discussed several tactical urbanism interventions to spark a greater adoption of health-promoting transportation methods. These include high visibility crossings, bike lanes, and green infrastructure to better connect community members with the schools, childcare centers, grocery markets, health clinics, pocket parks, and other amenities located on both sides of the street.

Our project directly addresses the identified needs:

1. **Pedestrian Safety:** The project will facilitate safety, encouraging walking and active transportation. This benefits all residents, especially those without personal vehicles.

2. **Social Interaction and Well-Being:** Landscaped areas and seating will encourage community members to gather, fostering social connections and combatting social isolation. Improved streetscapes promote mental and emotional well-being.

3. **Equitable Access to Green Spaces:** Incorporating green elements, we create equitable access to nature. Residents can enjoy outdoor spaces, engage in physical activity, and experience the positive health effects of green environments.

13. Project narrative (750 words max)

Describe the timeline of the project with key strategies, milestones, and roles of the organization.

Include plans for sustainability.

Explain how the project will involve the community throughout the project.

Provide examples of collaboration with other initiatives happening related to the project.

Acknowledgment that the project is in compliance with all Americans with Disabilities Act requirements and any relevant installation requirements.

Ensure this narrative compliments your work and evaluation plan.

The Antioch Pike Tactical Urbanism project is a transformative initiative aimed at enhancing the built environment along a one-mile stretch of Antioch Pike, spanning from Nolensville Pike to McCall Street. This project seeks to address critical community needs, promote health equity, and create a vibrant, accessible corridor for all residents. Antioch Pike serves as a vital transportation artery, connecting

neighborhoods, businesses, and public spaces. However, several challenges persist:

1. **Pedestrian Safety and Accessibility:** The existing streetscape lacks safe pedestrian crossings, adequate sidewalks, and accessible public spaces. This deficiency disproportionately affects vulnerable populations, including low-income residents, seniors, and people with disabilities.

2. **Health Disparities:** Residents in this area experience health disparities due to limited access to green spaces, physical activity opportunities, and social interaction. These disparities contribute to adverse health outcomes, including obesity, mental health issues, and social isolation.

Our project focuses on key components include the Open Streets and Tactical Urbanism interventions from the problem statement. Our timeline reflects a phased approach, ensuring efficient execution and community engagement:

Contract Execution (July 2024):

Design Meeting (September 2024):

- Stakeholders, including community members, city officials, and project partners, convene to discuss project details.
- Roles and responsibilities will be clarified, emphasizing community involvement.

Approvals (October 2024)

Installation Phase (January 2025):

Evaluation (May 2025):

Our commitment to community involvement is central to project success:

On the public participation spectrum, NDOT considers this project an "empowerment" project which gives the public the decision-making power for the project. By taking a facilitator role, NDOT will take on the project management, coordination, and technical consultation,

supporting community stakeholders with education and engagement, supporting community designs for the tactical urbanism project, supporting with the installation planning, supporting with volunteer recruitment, and navigating the approval and permitting process.

NDOT has already set the foundation for community engagement by meeting with community stakeholders and facilitating the decision to move forward with the project and grant application. We met with stakeholders on the corridor to discuss project ideas, safety

concerns, and desired amenities. Stakeholders supported an Open Streets event on Antioch Pike, potentially this fall in conjunction with the popular Trunk or Treat event typically held in the school parking lots – building on the idea of making the streets safe for trick or treating

again. This would also coincide with Dia de los Muertos, an important cultural event and holiday for Hispanic residents in the neighborhood.

Stakeholders supported the idea of a tactical urbanism project, with installation coinciding with the Open Streets event. NDOT has met with and garnered support from the following stakeholders: Cosecha Community Development, Glenclyff Neighborhood Group, Wright

Middle School, Glenclyff Elementary School, Glenclyff High School, Oasis Center, Walk Bike Nashville, Civic Design Center, Bike Fun, and Council Member Ginny Welsch. NDOT is continuing to engage with additional stakeholders including Radnor Towers senior housing,

Woodbine Pediatrics, Full Gospel Mission Church, Iglesia del Nazareno, and Cottage Cove children's program.

The next phase of community engagement will seek to involve community members more directly to develop design ideas through activities like design charrettes. NDOT will then facilitate a decision-making process to allow community stakeholders to choose their favorite

design for implementation. Finally, Community members will actively participate in the tactical urbanism project installation. The project itself will also advance sustainability by providing safer and more comfortable infrastructure for people to choose low emissions transportation modes like walking and biking. It will also incentivize locals to take more advantage of amenities close to them instead of driving to access amenities. NDOT will support community stakeholders in creating designs which support

opportunities for "greening the street," such as planters as a material for bicycle and pedestrian enhancements and street trees along the sides of the roads. The project is also planned on a corridor in NDOT's priority bikeway network. By supporting a community-led effort for a tactical urbanism project, NDOT anticipates implementing the design as permanent when funding becomes available, likely within the next 2-4 years. The tactical urbanism project will fulfill community engagement ahead of a permanent project, potentially allowing for a fast-track project upon funding availability.

ADA Compliance and Installation Requirements: Our project adheres to all Americans with Disabilities Act (ADA) requirements.

The Antioch Pike Tactical Urbanism project exemplifies our commitment to health equity, community engagement, and sustainable urban development. By transforming Antioch Pike, we create a safer, more vibrant corridor that fosters well-being and connectivity for all residents. Our work extends beyond physical infrastructure—it builds a stronger, healthier community.

14. Project management (500 words max)

Explain how this project will be managed to ensure the success and financial management while accomplishing health equity.

NDOT's Community Engagement Specialist will manage the project, supporting community stakeholders through each phase of the project: community engagement, design, planning, and implementation of the open streets and tactical urbanism event. NDOT will primarily focus on empowering community organizations to take lead on the project, providing support and facilitation as needed to ensure the project advances in a timely manner. NDOT will also have staff available to support as needed with community engagement, stakeholder coordination, community engagement meetings, and permitting.

NDOT's Community Engagement Specialist will coordinate with Walk Bike Nashville's Open Streets Coordinator and Operations Manager to spearhead planning and implementation for the Open Streets event. NDOT's Community Engagement Specialist will coordinate with Civic Design Center's Community Design Coordinator and Design Director to help facilitate design charrettes and other engagement opportunities to support community-led design for the project. NDOT's Community Engagement Specialist will coordinate with other NDOT staff, including the Walking and Biking Manager, Livability Planner, Vision Zero Coordinator, NDOT Planning Director, Communications Director, Deputy Director, and Director to liaison the community's efforts and plans.

NDOT's Community Engagement Specialist will facilitate permitting to ensure a smooth approval process for the open streets and tactical urbanism project.

NDOT's Community Engagement Specialist will also coordinate with other Metro agencies as needed for additional support including the Mayor's Office and Planning Department.

15. Evaluation (500 words max)

Describe how you will evaluate the impact of this project.

Include your plan to disseminate findings.

Ensure this narrative compliments your work and evaluation plan.

This project will be evaluated by the following methods:

- Traffic counts showing volume of vehicles, pedestrian, and bicyclists before and after installation
- Number of participants involved in project planning and implementation
- Number of participants who attend the Open Streets event
- User attitudes towards active transportation on Antioch Pike before and after project
- User attitudes towards navigating the corridor without a personal vehicle before and after project
- User attitudes towards the perceived stress of the corridor before and after project
- Number of community stakeholders and partners involved in the project
- Linear feet of dedicated space for active transportation before and after project
- Number of dedicated crossing points before and after project
- Number of health-promoting facilities accessible by dedicated walking and biking paths before and after installation

NDOT plans to disseminate findings through.

- Digital communication

*Create dedicated web page

*Email to all stakeholders and project participants

*Publish on NDOT Facebook and X accounts.

*Publish in NDOT newsletter.

- Partner communication

*Share findings with community partners to disseminate to their networks including neighborhood Facebook page, school newsletters, nonprofit newsletters, etc.

- Project incorporation

*Include results of project in NDOT's future project

16. Budget (500 words max)

Provide a budget narrative of the project including total project costs and clearly delineated funding requests.

The narrative should compliment and explain the budget template that you will attach to this application.

The project budget includes several key items that are important to a successful project. All services and materials will be in alignment with local, state, and federal procurement guidelines.

Professional Fee: This category will be for professional design services through an NDOT contract.

Supplies: Supplies will be used for the installation of the project. Supplies include paint, paint equipment, planters, and plants/trees for greenery.

Printing: This covers printing and publications needed for the project including posters, banners, and flyers.

Meetings: Meetings will be used for additional community events to help facilitate the different project components like design and installation.

17. Attach the Work and Evaluation Plan

The template can be downloaded from the [TDH Funding Opportunities Page](https://www.tn.gov/health/funding-opportunities.html) under this RFA posting (<https://www.tn.gov/health/funding-opportunities.html>).

[HBE-Work_evaluation-FINAL_Metro.pdf](#)

18. Upload the completed budget spreadsheet using Attachment 2 Excel Worksheet that can be downloaded on the [TDH Funding Opportunities Page](https://www.tn.gov/health/funding-opportunities.html) under this RFA (<https://www.tn.gov/health/funding-opportunities.html>).

[Att2_RFA_HBE_34301-17625FinalPosting_Antioch_Pike_TU-Final_Budget_Metro.xls](#)

19. Supplemental attachments may be submitted. This section will not be scored individually, but it can support and complement other sections of the grant. It should be submitted as a single PDF file that does not exceed 10 pages total. Some attachments that may be included are:

Letters of Support and Letters of Commitment;

Documents that demonstrate public support;

Pictures;

Plans; and

Convening meeting minutes.

(Please combine all of your additional attachments into one document that does not exceed 10 pages)

[Supplemental_Documentation_HBE.pdf](#)

20. Have you reviewed the sample contract included with the RFA with legal counsel?

No

Are there any terms or conditions in the sample contract the organization cannot accept?

Please list any terms or conditions in the sample contract that your organization cannot accept.

3. Thank You!

New Send Email

May 13, 2024 22:13:09 Success: Email Sent to: casey.hopkins@nashville.gov

New Send Email

May 13, 2024 22:13:09 Success: Email Sent to: competitive.health@tn.gov

Healthy Built Environments Work and Evaluation Plans

There are 4 pages to this document. Please ensure you have filled out all 4 and attach it to your application.

Applicant Organization Name: Nashville Department of Transportation and Multimodal Infrastructure (NDOT) _____

Short, Descriptive Project Title Used in Application Form: Antioch Pike Open Streets and Tactical Urbanism

Project Team Members (you do not need to fill in every row):

Name	Organization	Role	Contact Information
Koby Langner	NDOT	Project manager	koby.langner@nashville.gov
Nia Smith	Civic Design Center	Engagement and design support	nia@civicedesigncenter.org
Calah Gipson	Walk Bike Nashville	Open streets event coordinator	calah@walkbikenashville.org
Justin Cole	NDOT	Tactical urbanism support	justin.cole@nashville.gov
Anna Dearman	NDOT	Multimodal design support	anna.dearman@nashville.gov
Guneet Saini	NDOT	Tactical urbanism support	guneet.saini@nashville.gov

Partnerships with Community Partners Planned to Form or Strengthen Throughout Project (you do not need to fill in every row):

Organization	Organization Type (business, non-profit, government, etc)	Name of primary contact in organization for project
Cosecha Community Development	Nonprofit	Catherine Lewis
Glenclyff Neighborhood Group	Community	Alexa Little
Wright Middle School	Public school	Jennifer Dewall
Glenclyff High School	Public school	Jinayra Castro
Glenclyff Elementary School	Public school	Zanita Poke
Bike Fun	Nonprofit	KJ Garner
Oasis Center	Nonprofit	Carmen Nelson

Other Sources of Funding or Resources to be used in combination with this grant (if any):

Tactical urbanism program funding, LDA engineering contract

Healthy Built Environments Project Flow Chart

Start by filling out your resources in the left column. Then, work across from left to right for each resource, answering the question in the box above each column.



Work Plan

Please list at least 5 milestones. For each milestone you list, please fill out the achieve by date, person responsible, and criteria for completion.

	Milestone	Achieve by Date	Person Responsible	Criteria for Completion
1	Community decision for tactical urbanism design	Sept 2024	Nia Smith	Consensus
2	Open Streets permit approval	Sept 2024	Calah Gipson	Permit issued
3	Tactical urbanism permit approval	Oct 2024	Guneet Saini	Permit issued
4	Fill programming and activities for Open Streets	Oct 2024	Calah Gipson	Map created
5	Secure volunteers for tactical urbanism installation	Oct 2024	Koby Langner	All shift spots filled
6	Host Open Streets event	Nov 2024	Calah Gipson	Complete event
7	Install tactical urbanism project	Jan 2025	Koby Langner	Roadway elements installed
8	Evaluate project	May 2025	Koby Langner	Report created
9				
10				
11				
12				
13				
14				
15				

Evaluation Plan

All grantees must complete an evaluation of their project. Please see this [Built Environment Resource Guide](#) for help on forming your evaluation plan. Please list at least 3 desired outcomes of the project and the metric(s) and method(s) for each of those outcomes.

	Desired Outcome of Project (example: increase access to opportunities for physical activity for middle school students)	What metric(s) will you use to determine if you achieved your desired outcome? (example: number of students by age using the facility per week)	What method(s) will you use to collect this metric? (examples: survey, observation, ArcGis analysis)
1	Promote active transportation use	Trips made by walking and biking per month	NDOT traffic study
2	Improve access to health and wellness facilities	Number of facilities accessible by walking and biking	Observation
3	Reduce environmental pollution	Greenhouse gas reductions	NDOT traffic study, survey
4	Improve community connectivity	Number of community interactions on corridor	Survey
5	Create a happy environment for people outside of vehicles	User attitude towards built environment	Survey
6			
7			
8			
9			
10			

How will you use your evaluation results, and who will you share them with?

NDOT will use evaluate results to consider any adjustments needed for a future, permanent project, expected for funding in 2-4 years.

NDOT will share results with partners, community participants, and on digital communication channels.

Will you be partnering with anybody to complete your evaluation?

NDOT may solicit support from community partners for qualitative analysis.



METROPOLITAN COUNCIL

Member of Council

Ginny Welsch

Councilmember, District 16

615-432-1316/ email: ginny.welsch@nashville.gov

Dear **Evaluation Committee**,

I am writing as the elected representative for this area to express my support for the Nashville Department of Transportation and Multimodal Infrastructure's (NDOT) grant application for the **Antioch Pike Tactical Urbanism project** in Nashville. This transformative initiative holds immense promise for enhancing the built environment and promoting health equity in our community.

As we recognize the critical interplay between our surroundings and our well-being, the need for thoughtful urban design becomes increasingly evident. The project aligns perfectly with this vision, aiming to create a vibrant, accessible, and health-promoting space for all residents. The project does this by:

- **Community Empowerment:** The projects approach empowers local communities to actively participate in shaping their environment. By engaging residents, businesses, and other stakeholders, we foster a sense of ownership and pride in the transformation process.
- **Health Equity:** Antioch Pike serves as a vital artery for our neighborhood, connecting diverse populations. By enhancing its infrastructure, we can create safer pedestrian pathways, encourage physical activity, and improve overall health outcomes. This project directly addresses health disparities by ensuring equitable access to well-designed public spaces.
- **Safety and Connectivity:** The installation of pedestrian-friendly features, green spaces, and traffic-calming measures will enhance safety along Antioch Pike. As we reimagine this corridor, we envision a place where families can walk, bike, and interact without fear. Improved connectivity will strengthen social bonds and foster a sense of community.

In conclusion, the Antioch Pike Tactical Urbanism project represents a bold step toward a healthier, more inclusive Nashville. As we advocate for its realization, let us celebrate the collaborative spirit that drives positive change. I urge you to consider this letter as an endorsement of the project's merit and a call to action for its successful implementation.

Thank you for your dedication to creating a Healthy Built Environment. Together, we can transform Antioch Pike into a model of community resilience, equity, and well-being.

Sincerely,

Ginny Welsch

Councilmember, District 16



Civic Design Center

138 2nd Avenue North, Suite 106
Nashville TN, 37201
615.248.4280

April 25, 2024

ANTIOCH PIKE TACTICAL URBANISM

Dear Evaluation Committee,

I am writing to express my support for the Nashville Department of Transportation and Multimodal Infrastructure's (NDOT) grant application for the Antioch Pike Tactical Urbanism project in Nashville. This transformative initiative holds immense promise for enhancing the built environment and promoting health equity in our community. As we recognize the critical interplay between our surroundings and our well-being, the need for thoughtful urban design becomes increasingly evident. The project aligns perfectly with this vision, aiming to create a vibrant, accessible, and health-promoting space for all residents.

The project does this by:

- **Community Empowerment:** The projects approach empowers local communities to actively participate in shaping their environment. By engaging residents, businesses, and other stakeholders, we foster a sense of ownership and pride in the transformation process.
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In conclusion, the Antioch Pike Tactical Urbanism project represents a bold step toward a healthier, more inclusive Nashville. As we advocate for its realization, let us celebrate the collaborative spirit that drives positive change. I urge you to consider this letter as an endorsement of the project's merit and a call to action for its successful implementation. Thank you for your dedication to creating a Healthy Built Environment. Together, we can transform Antioch Pike into a model of community resilience, equity, and well-being.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric Hoke', written over a light blue circular background.

Eric Hoke

Civic Design Center, Design Director

May 1, 2024

Re: NDOT Healthy Built Environment Application



Dear Evaluation Committee,

As a previous recipient of this grant and ongoing partner of NDOT's, Walk Bike Nashville is happy to support this application for a healthier and safer Antioch Pike. In our experience on Dickerson Pike, we have heard that community engagement without infrastructure is fruitless and infrastructure without community engagement risks damaging communities further. This project is unique in that it engages the community and will improve infrastructure in the near term.

This is a model Walk Bike has worked with NDOT on with Dickerson Pike pedestrian safety improvements through art installations, refuge islands, and enhanced crossings. We look forward to continuing partnering with NDOT through this grant to promote a healthier built environment for all road users and support the project's goals of promoting community engagement, health equity, and safety and connectivity. We are especially excited to support the program's Open Streets component, an event Walk Bike has been the local lead on for over a decade. We look forward to giving more Nashvillians the opportunity to own and transform their streets through programs such as this.

In conclusion, the Antioch Pike Tactical Urbanism project represents an important step toward a healthier and more vibrant built environment in South Nashville. As we advocate for its realization, let us celebrate the collaborative spirit that drives positive change. I urge you to consider this letter as an endorsement of the project's merit and a call to action for its successful implementation. Thank you for your consideration and commitment to improving the wellbeing of all Tennesseans through a healthy built environment.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Wesley Smith", with a stylized flourish at the end.

J. Wesley Smith
Advocacy Manager



Dear Evaluation Committee,

I am writing to express my support for the Nashville Department of Transportation and Multimodal Infrastructure's (NDOT) grant application for the Antioch Pike Tactical Urbanism project in Nashville. This transformative initiative holds immense promise for enhancing the built environment and promoting health equity in our community.

At Cosecha Community Development, our mission is to gather neighbors together to foster community along the Nolensville Pike corridor of South Nashville. We partner with Wright Middle school off of Antioch pike to support and maintain their garden. In our work at Wright MS, we have observed the need for more safe infrastructure for students walking to school, neighbors walking through the neighborhood, and more options available for bikers and users of public transportation.

As we recognize the critical interplay between our surroundings and our well-being, the need for thoughtful urban design becomes increasingly evident. The project aligns perfectly with this vision, aiming to create a vibrant, accessible, and health-promoting space for all residents. The project does this by:

- **Community Empowerment:** The projects approach empowers local communities to actively participate in shaping their environment. By engaging residents, businesses, and other stakeholders, we foster a sense of ownership and pride in the transformation process.
- **Health Equity:** Antioch Pike serves as a vital artery for our neighborhood, connecting diverse populations. By enhancing its infrastructure, we can create safer pedestrian pathways, encourage physical activity, and improve overall health outcomes. This project directly addresses health disparities by ensuring equitable access to well-designed public spaces.
- **Safety and Connectivity:** The installation of pedestrian-friendly features, green spaces, and traffic-calming measures will enhance safety along Antioch Pike. As we reimagine this corridor, we envision a place where families can walk, bike, and interact without fear. Improved connectivity will strengthen social bonds and foster a sense of community.

In conclusion, the Antioch Pike Tactical Urbanism project represents a bold step toward a healthier, more inclusive Nashville. As we advocate for its realization, let us celebrate the collaborative spirit that drives positive change. I urge you to consider this letter as an endorsement of the project's merit and a call to action for its successful implementation.

Thank you for your dedication to creating a Healthy Built Environment. Together, we can transform Antioch Pike into a model of community resilience, equity, and well-being.

Sincerely,

A handwritten signature in black ink, appearing to read "Carlos Uroza", written over a white background.

Carlos Uroza
Executive Director
Cosecha Community Development



Bike Fun
2621 Nolensville Road
Nashville, TN 37211
www.nashvillebikefun.org
615-763-3788

Dear Evaluation Committee,

I am writing to express my support for the **Nashville Department of Transportation and Multimodal Infrastructure's (NDOT)** grant application for the **Antioch Pike Tactical Urbanism** project in Nashville. This transformative initiative holds immense promise for enhancing the built environment and promoting health equity in our community.

As we recognize the critical interplay between our surroundings and our well-being, the need for thoughtful urban design becomes increasingly evident. The project aligns perfectly with this vision, aiming to create a vibrant, accessible, and health-promoting space for all residents. The project does this by:

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The Antioch Pike Tactical Urbanism project represents a bold step toward a healthier, more inclusive Nashville. As we advocate for its realization, let us celebrate the collaborative spirit that drives positive change. I urge you to consider this letter as an endorsement of the project's merit and a call to action for its successful implementation.

Thank you for your dedication to creating a Healthy Built Environment. Together, we can transform Antioch Pike into a model of community resilience, equity, and well-being.

Sincerely,

A handwritten signature in black ink that reads "Kelly Garner". The signature is written in a cursive, flowing style.

KJ Garner
Board President, Bike Fun



Wright Middle School
180 McCall Street Nashville, TN 37211
615/333-5189 • Fax: 615/333-5633

Dear **Evaluation Committee**,

I am writing to express my support for the Nashville Department of Transportation and Multimodal Infrastructure's (NDOT) grant application for the **Antioch Pike Tactical Urbanism project** in Nashville. This transformative initiative holds immense promise for enhancing the built environment and promoting health equity in our community.

As we recognize the critical interplay between our surroundings and our well-being, the need for thoughtful urban design becomes increasingly evident. The project aligns perfectly with this vision, aiming to create a vibrant, accessible, and health-promoting space for all residents. The project does this by:

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In conclusion, the Antioch Pike Tactical Urbanism project represents a bold step toward a healthier, more inclusive Nashville. As we advocate for its realization, let us celebrate the collaborative spirit that drives positive change. I urge you to consider this letter as an endorsement of the project's merit and a call to action for its successful implementation.

Thank you for your dedication to creating a Healthy Built Environment. Together, we can transform Antioch Pike into a model of community resilience, equity, and well-being.

Sincerely,

Jennifer DeWall
Community Achieves Site Manager
Wright Middle School
629-910-6490
Jennifer.dewall@mnps.org



Dear Evaluation Committee,

I am writing to express my support for the Nashville Department of Transportation and Multimodal Infrastructure's (NDOT) grant application for the Antioch Pike Tactical Urbanism project in Nashville. This transformative initiative holds immense promise for enhancing the built environment and promoting health equity in our community.

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Thank you for your dedication to creating a Healthy Built Environment. Together, we can transform Antioch Pike into a model of community resilience, equity, and well-being.

Sincerely,

Jinayra Hernandez Castro

Glenclyff High School – Family Resource Center

May 1, 2024

Dear Evaluation Committee,

We are Erin and Gib Jeffries, residents at 3008 Wingate Ave, which is 0.3 miles from Antioch Pike. We often walk part of Antioch Pike on our daily walks, and can hear the street racing from our bedroom at night. Our main modes of transportation, aside from recreational walks, are our shared car (~50%) and biking (~50%), and thus traffic calming and pedestrian/bike safety are particularly important for us.

We are writing to express our support for the Nashville Department of Transportation and Multimodal Infrastructure's (NDOT) grant application for the Antioch Pike Tactical Urbanism project in Nashville. This transformative initiative holds immense promise for enhancing the built environment and promoting health equity in our community.

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Thank you for your dedication to creating a Healthy Built Environment. Together, we can transform Antioch Pike into a model of community resilience, equity, and well-being.

Sincerely,



Gib and Erin Jeffries
3008 Wingate Ave
Nashville, TN 37211



May 6, 2024

Dear Evaluation Committee,

I am writing to express my support for the Nashville Department of Transportation and Multimodal Infrastructure's (NDOT) grant application for the Antioch Pike Tactical Urbanism project in Nashville. This transformative initiative holds immense promise for enhancing the built environment and promoting health equity in our community.

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Thank you for your dedication to creating a Healthy Built Environment. Together, we can transform Antioch Pike into a model of community resilience, equity, and well-being.

Sincerely,

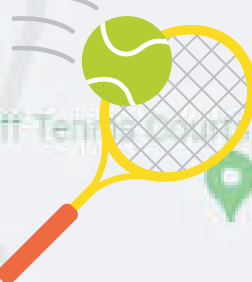
A handwritten signature in black ink, appearing to read "Alexa", is positioned below the word "Sincerely,".

Alexa Little
Glenclyff Neighborhood Group, President
Neighbor 2 Neighbor, At-Large


ANTIOCH PIKE COMMUNITY MAP



**RADNOR TOWERS
SENIOR HOUSING**



**TENNIS
COURTS**




**APARTMENT
HOUSING
(MORE THIS WAY)**



**ROUTE 52
WEGO STOP**



**WOODBINE
PEDIATRICS**



**FOOTBALL FIELD
AND TRACK**



**GLENCLIFF
ELEMENTARY
SCHOOL**



**GLENCLIFF
HIGH SCHOOL**



DISC GOLF

NOLANSVILLE PIKE (HIGH INJURY NETWORK)



**WOODBINE
FRESH MARKET**

ANTIOCH PIKE PROJECT AREA



**SOCCER
FIELD**



**STUDENT
COMMUNITY
GARDEN**



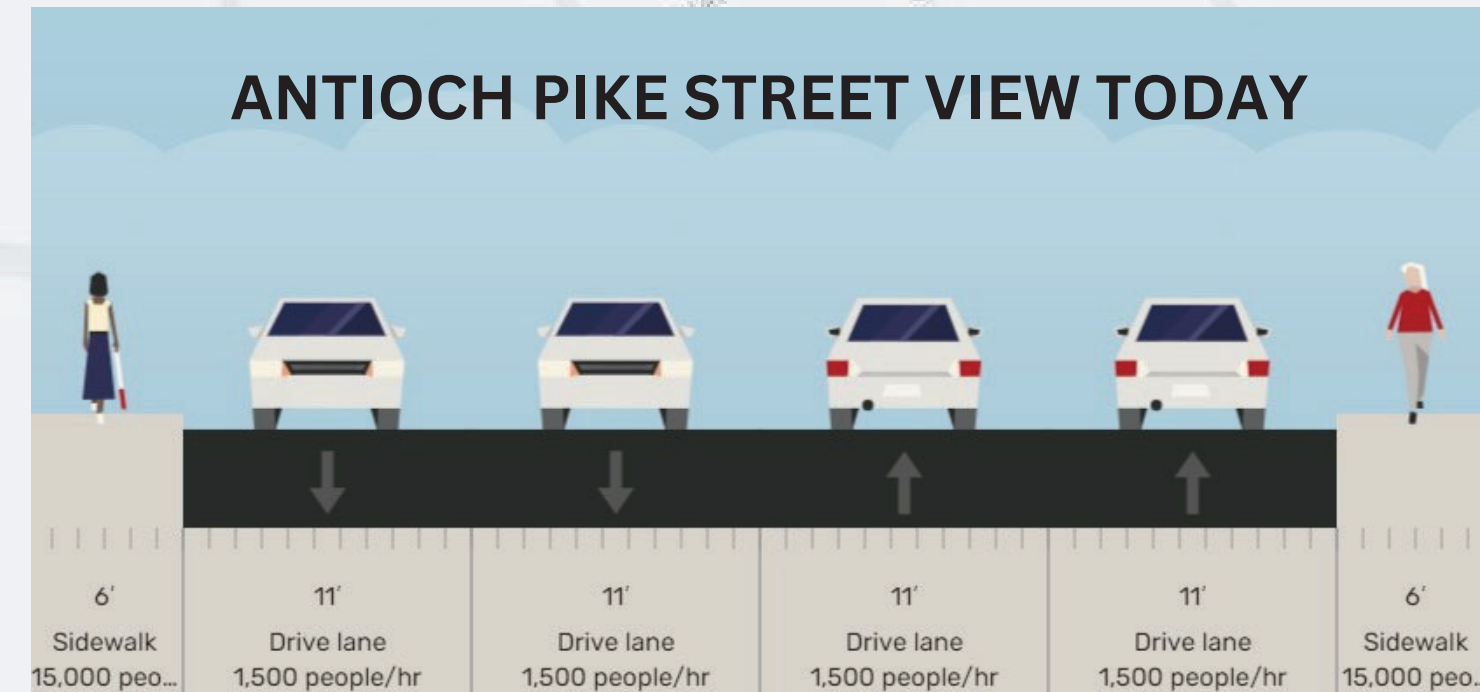
**GREEN
SPACE**



**COTTAGE COVE
KIDS PROGRAM**



**WRIGHT MIDDLE
SCHOOL**



ATTACHMENT 2

GRANT BUDGET

(BUDGET PAGE 1)

Healthy Built Environments				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2024, and ending June 30, 2026.				
	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
	Salaries ²	\$0.00	\$0.00	\$0.00
	Benefits & Taxes	\$0.00	\$0.00	\$0.00
	Professional Fee/ Grant & Award ²	\$10,000.00	\$0.00	\$10,000.00
	Supplies	\$67,500.00	\$0.00	\$67,500.00
	Telephone	\$0.00	\$0.00	\$0.00
	Postage & Shipping	\$0.00	\$0.00	\$0.00
	Occupancy	\$0.00	\$0.00	\$0.00
	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
	Printing & Publications	\$500.00	\$0.00	\$500.00
	Travel/ Conferences & Meetings ²	\$2,000.00	\$0.00	\$2,000.00
	Interest ²	\$0.00	\$0.00	\$0.00
	Insurance	\$0.00	\$0.00	\$0.00
	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
	Depreciation ²	\$0.00	\$0.00	\$0.00
	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
	Capital Purchase ²	\$0.00	\$0.00	\$0.00
	Indirect Cost (% and method)	\$0.00	\$0.00	\$0.00
	In-Kind Expense	\$0.00	\$0.00	\$0.00
	GRAND TOTAL	\$80,000.00	\$0.00	\$80,000.00

¹ 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>).

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

ATTACHMENT 2 (continued)
GRANT BUDGET LINE-ITEM DETAIL
(BUDGET PAGE 2)

SALARIES							AMOUNT	
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		x		x		+	(Longevity, if applicable)	\$0.00
ROUNDED TOTAL							\$0.00	

PROFESSIONAL FEE/ GRANT & AWARD		AMOUNT
Design Services		\$10,000.00
ROUNDED TOTAL		\$10,000.00

TRAVEL/ CONFERENCES & MEETINGS		AMOUNT
Community Engagement		\$2,000.00
ROUNDED TOTAL		\$2,000.00

INTEREST		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

DEPRECIATION		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

OTHER NON-PERSONNEL		AMOUNT
ROUNDED TOTAL		

CAPITAL PURCHASE		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

ATTACHMENT 2

GRANT BUDGET

(BUDGET PAGE 3)

Healthy Built Environments				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2024, and ending June 30, 2025.				
	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
	Salaries ²	\$0.00	\$0.00	\$0.00
	Benefits & Taxes	\$0.00	\$0.00	\$0.00
	Professional Fee/ Grant & Award ²	\$10,000.00	\$0.00	\$10,000.00
	Supplies	\$67,500.00	\$0.00	\$67,500.00
	Telephone	\$0.00	\$0.00	\$0.00
	Postage & Shipping	\$0.00	\$0.00	\$0.00
	Occupancy	\$0.00	\$0.00	\$0.00
	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
	Printing & Publications	\$500.00	\$0.00	\$500.00
	Travel/ Conferences & Meetings ²	\$2,000.00	\$0.00	\$2,000.00
	Interest ²	\$0.00	\$0.00	\$0.00
	Insurance	\$0.00	\$0.00	\$0.00
	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
	Depreciation ²	\$0.00	\$0.00	\$0.00
	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
	Capital Purchase ²	\$0.00	\$0.00	\$0.00
	Indirect Cost (% and method)	\$0.00	\$0.00	\$0.00
	In-Kind Expense	\$0.00	\$0.00	\$0.00
	GRAND TOTAL	\$80,000.00	\$0.00	\$80,000.00

¹ 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>).

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

ATTACHMENT 2 (continued)
GRANT BUDGET LINE-ITEM DETAIL
(BUDGET PAGE 4)

SALARIES	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY) (Longevity, if applicable)	\$0.00
ROUNDED TOTAL	\$0.00

PROFESSIONAL FEE/ GRANT & AWARD	AMOUNT
Design Services	\$10,000.00
ROUNDED TOTAL	\$10,000.00

TRAVEL/ CONFERENCES & MEETINGS	AMOUNT
Community Engagement	\$2,000.00
ROUNDED TOTAL	\$2,000.00

INTEREST	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	\$0.00
ROUNDED TOTAL	\$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	\$0.00
ROUNDED TOTAL	\$0.00

DEPRECIATION	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	\$0.00
ROUNDED TOTAL	\$0.00

OTHER NON-PERSONNEL	AMOUNT
ROUNDED TOTAL	

CAPITAL PURCHASE	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	\$0.00
ROUNDED TOTAL	\$0.00

ATTACHMENT 2

GRANT BUDGET

(BUDGET PAGE 5)

Healthy Built Environments				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2025, and ending June 30, 2026.				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$0.00	\$0.00	\$0.00
2	Benefits & Taxes	\$0.00	\$0.00	\$0.00
4, 15	Professional Fee/ Grant & Award ²	\$0.00	\$0.00	\$0.00
5	Supplies	\$0.00	\$0.00	\$0.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$0.00	\$0.00	\$0.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$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	\$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 (% and method)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$0.00	\$0.00	\$0.00

¹ 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>).

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

ATTACHMENT 2 (continued)
GRANT BUDGET LINE-ITEM DETAIL
 (BUDGET PAGE 6)

SALARIES							AMOUNT	
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		x		x		+	(Longevity, if applicable)	\$0.00
ROUNDED TOTAL							\$0.00	

PROFESSIONAL FEE/ GRANT & AWARD		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

TRAVEL/ CONFERENCES & MEETINGS		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

INTEREST		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

DEPRECIATION		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

OTHER NON-PERSONNEL		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

CAPITAL PURCHASE		AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		\$0.00
ROUNDED TOTAL		\$0.00

STATE OF TENNESSEE
INVOICE FOR REIMBURSEMENT

For ACCOUNTS MANAGEMENT OFFICE USE ONLY			
PO#	LINE#	RECEIPT #	TDOH AGENCY INVOICE #
EDISON CONTRACT #			
EDISON VENDOR #		EDISON ADDRESS LINE #	VOUCHER #

NAME AND REMITTANCE ADDRESS OF CONTRACTOR/GRANTEE			INVOICE NUMBER
			INVOICE DATE
			INVOICE PERIOD
			FROM TO
Edison Vendor #			CONTRACT PERIOD
CONTRACTING STATE AGENCY Tennessee Department of Health			FROM TO
PROGRAM AREA			CONTACT PERSON/TELEPHONE NO.
OCR CONTRACT NUMBER			

BUDGET LINE ITEMS	(A) TOTAL CONTRACT BUDGET	(B) AMOUNT BILLED YTD (MO./DAY/YR.)	(C) MONTHLY EXPENDITURES DUE	FOR CENTRAL OFFICE USE ONLY	
				SPEEDCHART NUMBER:	USERCODE:
Salaries				PROJECT ID:	AMOUNT:
Benefits				SPEEDCHART NUMBER:	
Professional Fee/Grant & Award				USERCODE:	
Supplies				PROJECT ID:	
Telephone				AMOUNT:	
Postage & Shipping					
Occupancy				SPEEDCHART NUMBER:	
Equipment Rental & Maintenance				USERCODE:	
Printing & Publications				PROJECT ID:	
Travel/Conferences & Meetings				AMOUNT:	
Interest					
Insurance				SPEEDCHART NUMBER:	
Specific Assistance to Individuals				USERCODE:	
Depreciation				PROJECT ID:	
Other Non Personnel				AMOUNT:	
Capital Purchase					
Indirect Cost					
TOTAL	\$0.00	\$0.00	\$0.00		

I certify to the best of my knowledge and belief that the data above are correct, that all expenditures were made in accordance with the contract conditions, and that payment is due and has not been previously requested.

Please check one of the following boxes

These services are for medical services

non-medical services

RECOMMENDED FOR PAYMENT

CONTRACTOR'S/GRANTEE'S AUTHORIZED SIGNATURE

PROGRAM APPROVAL AUTHORIZED SIGNATURE

CONTRACTING STATE AGENCY'S AUTHORIZED CERTIFICATION
FOR FISCAL USE ONLY

Title: _____

Date: _____

Title: _____

Date: _____

Title: _____

Date: _____

REPORTING TEMPLATE

Introduction

Reporting Template has three parts:

- Schedule A,
 - Schedule B, and
 - Schedule C which are Program Expense Reports (PER), Program Revenue Reports (PRR) and Reconciliation Between Total and Reimbursable Expenses and Total Expense Summary Report.
- Program Expense Reports (PER), Program Revenue Reports (PRR) and Reconciliation Between Total and Reimbursable Expenses and Total Expense Summary Report including Schedule A-1 and Schedule B-1 must be submitted in the same format/the same column heading each quarter. The final Report (definition can be found in grant contract agreement) must be approved by the contracting state agency.

Schedule Headings

At the top of each schedule, the name of the reporting contractor/grantee and the period covered by the report need to be entered. The period of the report should always be the most recent quarter ended and report programs in the same sequence as the previous quarter.

Column Headings

For each program for Schedule A and B, Contracting State Agency, Program Name, Assistance Listing Number/Program Number, Edison Contract Number, and Grant/Contract Term should be entered. These can be found in the grant contract agreement.

- The Contracting State Agency is for the state agency who awards the grant and initiates the contract agreement.
- The Program Name is the title to describe the program or the title that corresponds to the Federal Assistance Listing number.
- The Assistance Listing Number/Program Name is a number assigned to identify the Federal Assistance Listings under which the subaward was made by the contracting State agency.
- The Edison contract number is the number assigned by the contracting state agency and should include the amendment number, if any. This can be found in the grant contract agreement.
- The grant/contract term is the beginning and ending dates of the grant/contract. This can be found in the grant contract agreement.

Program Columns

Program expense columns (Quarter-To-Date and Year-To-Date) are for reporting direct program expenses. Direct program expenses that benefit more than one program (i.e., allocable-direct costs) may be allocated to the benefitted programs within the expense categories. The cognizant state agency should approve the method used for cost allocations and the contacting state agency should abide by the cost allocation approved by the cognizant state agency.

The Quarter-To-Date column can be used to capture all expenses for the specific quarter. For example, the expenses for the 2nd quarter (from 10/1/22 to 12/31/2022) can be entered in this column.

All accumulated expenses for each program can be entered in Year-To-Date column. For example, if a grantee/organization has entered the expenses for the 2nd quarter in Quarter-To-Date column, all accumulated expenses for the 1st quarter and the 2nd quarter should be entered in Year-To-Date column.

Do not send a worksheet that is linked to another file

E-mail completed files to: policy2013_007.amo.health@tn.gov

or Mailing Address:

Rushdi Eskarous
Tennessee Department of Health
Fiscal Services
6th Floor Andrew Johnson Tower
710 James Robertson Parkway
Nashville, TN 37243

Telephone: 615-741-2974

QUESTIONS:

Angela Sumner: angela.sumner@tn.gov

Rushdi Eskarous: rushdi.eskarous@tn.gov

PROGRAM EXPENSE REPORT (PER) SCHEDULE A

Purpose/Scope

The Program Expense Report (PER Schedule A) contains expenses by the detailed line items and then summarizes by subtotals or total. This schedule can be used for any grants received from a state agency or multiple state agencies.

These expenses include direct and allocated direct program expenses in each line item. Per 2 CFR Part 200.413, direct costs are those costs that can be identified specifically with a particular final cost objective, such as a grant, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Per 2 CFR Part 200.405, allocable direct costs are those that benefit more than one program, but do not fall under the criteria of indirect costs.

Except for depreciation, every expense reported in Lines 1 through 21 must represent an actual cash disbursement or accrual (as defined in the Basis for Reporting Expenses/Expenditures section on page 1 of this instructions). If more than two programs (e.g., four programs), complete multiple Schedule As to report all four program expenses.

Instruction for Expenses by Object Line-Items

Line 1 Salaries and Wages

Enter the amount of compensation, fees, salaries, bonuses, severance payments, and wages paid to program directors, program managers/staffs, and employees.

References:

[2 CFR Part 200.430](#)
Form 990 Part IX line 5, 7

Line 2 Employee Benefits & Payroll Taxes

Enter (a) the grantee's/organization's contributions to pension plans and to employee benefit programs such as health, life, and disability insurance; and (b) the grantee's/organization's portion of payroll taxes such as social security, Medicare taxes, and unemployment and workers' compensation insurance.

References:

[2 CFR Part 200.431](#)
Form 990 Part IX lines 8, 9, 10

Line 3 Total Personnel Expenses

Add lines 1 Salaries and Wages and 2 Employee Benefits & Payroll Taxes.

Line 4 Professional Fees

Enter the costs/fees of professionals, consultants, and personal-service contractors who are not officers or employees of the grantee/organization. These include legal, accounting, and auditing fees.

References:

[2 CFR Part 200.459](#)

Form 990 Part IX line 11

Line 5 Supplies

Enter the grantee's/organization's expenses for office supplies, housekeeping supplies, and other supplies.

References:

[2 CFR Part 200.453](#)

Form 990 Part IX line 13

Line 6 Telecommunication

Enter the grantee's/organization's expenses for telephone, cellular phones, beepers, telegram, FAX, telephone equipment maintenance, internet, cloud servers, and other related expenses.

References:

[2 CFR Part 200.471](#)

Form 990 Part IX line 13

Line 7 Postage and Shipping

Enter the grantee's/organization's expenses for postage, messenger services, overnight delivery, outside mailing service fees, freight and trucking, and maintenance of delivery and shipping vehicles. Include vehicle insurance here or on line 14.

References:

[2 CFR Part 200.474](#)

Form 990 Part IX line 13

Line 8 Occupancy

Enter the grantee's/organization's expenses for use of office space and other facilities including rent, heat, light, power, other utilities, outside janitorial services, mortgage interest, real estate taxes, and similar expenses. Include property insurance here or on line 14.

References:

[2 CFR Part 200.465](#)

Form 990 Part IX line 16

Line 9 Equipment Rental and Maintenance

Enter the grantee's/organization's expenses for renting and maintaining computers, copiers, postage meters, other office equipment, and other equipment, except for telecommunications, truck, and automobile expenses, reportable on lines 6, 7, and 11, respectively.

References:

[2 CFR Part 200.452](#)

Form 990 Part IX line 13

Line 10 Printing and Publications

Enter the grantee's/organization's expenses for producing printed materials, purchasing books and publications, buying subscriptions to publications, publication costs for electronic and print media, and page charges for professional journal publications.

References:

[2 CFR Part 200.461](#)

Form 990 Part IX line 13

Line 11

Travel

Enter the grantee's/organization's expenses for airfare, transportation, meals and lodging, subsistence, and related items incurred by employees on official business of the organization. These costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, consistent with those normally allowed in like circumstances in the organization's non-federal/state-funded activities and in accordance with organization's written travel reimbursement policies. Include gas and oil, repairs, licenses and permits, and leasing costs for company vehicles. Include travel expenses for meetings and conferences. Include vehicle insurance here or on line 14.

If an organization does not have the written travel reimbursement policies, they may use the State Travel policy which is:

[F&A Policy 08 Comprehensive State Travel Regulations.](#)

References:

[2 CFR Part 200.475](#)

Form 990 Part IX line 17

Line 12

Conference and Meetings

Enter the grantee's/organization's expenses for conducting or attending meetings, conferences, seminars, retreats, and conventions including registration fees. When host of conference, include rental of facilities, speakers' fees and expenses, costs of meals and refreshment (food and beverages), and printed materials for the conference.

References:

[2 CFR Part 200.432](#)

Form 990 Part IX line 19

Line 13

Interest

Enter the interest expense for the business related loans and interest costs that are related to capital leases on equipment, trucks and automobiles, and other notes and loans. Do not include mortgage interest reportable on line 8.

References:

[2 CFR Part 200.449](#)

Form 990 Part IX line 20

Line 14

Insurance

Enter the grantee's/organization's expenses for liability insurance, fidelity bonds, and other insurance. Do not include employee-related insurance reportable on line 2. Do not include shipping vehicle, property, and organization vehicles for travel if reported on lines 7, 8, or 11 respectively.

References:

[2 CFR Part 200.447](#)

Form 990 Part IX line 23

Line 15 Grants and Awards

Enter the grantee's/organization's awards, grants, subsidies, and other pass-through expenditures to other organizations. Include allocations to affiliated organizations. Include in-kind grants to other organizations. Include scholarships, tuition payments, travel allowances, and equipment allowances to clients. These expenses will not include when calculating Administrative Expense in line 22.

References:

[2 CFR Part 200.1](#)

Form 990 Part IX line 1

Line 16 Specific Assistance to Individuals

Enter the grantee's/organization's direct payment for expenses of clients, patients, and individual beneficiaries. Include such expenses as medicines, medical and dental fees, children's board, food and homemaker services, clothing, transportation, insurance coverage, scholarships, fellowships, stipends, research grants, wage supplements, and similar payments.

References:

[2 CFR Part 200.456](#)

Form 990 Part IX line 2

Line 17 Depreciation

Enter the expenses the grantee's/organization's records for depreciation (the method for allocating the cost of fixed assets to periods benefitting from asset use) of equipment, buildings, leasehold improvements, and other depreciable fixed assets.

References:

[2 CFR Part 200.436](#)

Form 990 Part IX line 22

Line 18 Other Nonpersonnel Expenses

Enter the grantee's/organization's allowable expenses for Advertising, Information Technology, Bad Debts, Contingency Provisions, Fines and Penalties, Independent Research and Development, Organization Costs, Rearrangement and Alteration, Recruiting, and Taxes. Include the Organization's and Employees' Membership Dues in Associations and Professional Societies. Include other fees for the Organization's Licenses, Permits, and Registrations, etc.

NOTE: Expenses reportable on lines 1 through 17 should not be reported as an additional expense category on line 18. A description should be attached for each additional category entered on line 18. The contracting state agency may determine these requirements in the grant contract agreement.

a) Advertising:

Enter expenses paid for advertising. Include amounts for print and electronic media advertising. Also include internet site link costs, signage costs, and advertising costs for the organization's in-house fundraising campaigns.

References:

[2 CFR Part 200.421](#)

Form 990 Part IX line 12

b) Information Technology:

Enter expenses for information technology, including hardware, software, and support services such as maintenance, help desk, and other technical support services. Also include expenses for infrastructure support, such as website design and operations, virus protection and other information security programs and services to keep the organization's website operational and secured against unauthorized and unwarranted intrusions, and other information technology contractor services.

References:

[2 CFR Part 200.1](#)

Form 990 Part IX line 14

c) Bad Debts:

Enter expense amounts for losses (whether actual or estimated) arising from uncollectable accounts and other claims, related collection costs, and related legal costs.

References:

[2 CFR Part 200.426](#)

Form 990 Part IX line 24

d) Contingency Provisions:

Enter expense amounts for contributions to a contingency reserve or any similar provision made for events the occurrence of which cannot be foretold with certainty as to time, intensity, or with an assurance of their happening.

References:

[2 CFR Part 200.433](#)

Form 990 Part IX line 24

e) Fines and Penalties:

Enter costs of fines and penalties resulting from violations of, or failure of the organization to comply with Federal, State, and local laws and regulations except when incurred as a result of compliance with specific provisions of an award or instructions in writing from the awarding agency.

References:

[2 CFR Part 200.441](#)

Form 990 Part IX line 24

f) Independent Research and Development:

Enter the expenses of all research activities, including the training of individuals in research techniques.

References:

[2 CFR Part 200.1](#)

Form 990 Part IX line 24

g) Organization Costs:

Enter expenses such as incorporation fees, brokers' fees, fees to promoters, and organizers.

References:

[2 CFR Part 200.455](#)

Form 990 Part IX line 24

h) Rearrangement and Alteration:

Enter expenses incurred for ordinary or normal rearrangement and alteration of facilities. Include the expenses incurred in the restoration or rehabilitation of the organization's facilities.

References:

[2 CFR Part 200.462](#)

Form 990 Part IX line 24

i) Recruiting:

Enter expenses for recruiting staff and maintaining workload requirements, costs of "help wanted" advertising, operating costs of an employment office necessary to secure and maintain an adequate staff, costs of operating an aptitude and educational testing program and relocation costs incurred incident to recruitment of new employees.

References:

[2 CFR Part 200.463](#)

Form 990 Part IX line 24

j) Taxes:

Enter expenses for payment of taxes to the local government or state.

References:

[2 CFR Part 200.470](#)

Form 990 Part IX line 24

k) Organization's and Employee's Membership Dues in Associations and Professional Societies:

Enter expenses of the organization's membership or subscriptions in business, technical, and professional organizations.

References:

[2 CFR Part 200.454](#)

Form 990 Part IX line 24

Line 19

Total Nonpersonnel Expenses

Add lines 4 Professional Fees through 18 Other Non-personnel Expenses.

Line 20

Reimbursable Capital Purchases

Enter the organization's purchases of fixed assets. Include land, equipment, buildings, leasehold improvements, and other fixed assets.

References:

[2 CFR Part 200.439](#)

Form 990 Part X line 10a or Schedule D Part VI

Line 21 Total Direct Program Expenses

Add Line 3 Total Personnel Expenses, and Line 19 Total Non-personnel Expenses, and Line 20 Reimbursable Capital Purchases. These expenses are the summary of the direct and allocated direct program expenses that entered in Line 1 Salaries and Wages through Line 20 Reimbursable Capital Purchases.

Reference:

[2 CFR Part 200.405](#)

[2 CFR Part 200.413](#)

Form 990 Part IX, column B

Line 22 Administrative Expenses

The distribution will be made in accordance with an allocation plan approved by your cognizant state agency. Pass-through funds (Line 15 Grants and Awards) are not included when computing administrative expenses.

References:

[2 CFR Part 200.414](#)

Form 990 Part IX, Column C

Line 23 Total Direct Program and Administrative Expenses

Line 23 is the total of Line 21 Total Direct Program Expenses and Line 22 Administrative Expenses. Total Direct Program and Administrative Expenses (Line 23) Year To Date (if quarter end 3/31/2023) should agree with Total of YTD (Year To Date) Actual Expenditures Through 3/31/2023 (Column E) of the Invoice for Reimbursement.

Line 24 In-Kind Expenses

In-kind Expenses is for reporting the value of contributed resources (non-cash) applied to the program. Approval and reporting guidelines for in-kind contributions will be specified by those contracting state agencies who allow their use toward earning grant funds.

References:

[2 CFR Part 200.434](#)

Form 990 Part XI line 6

Line 25 Total Program Expenses

The sum of Line 23 Total Direct Program and Administrative Expenses and Line 24 In-kind Expenses goes on this line.

PROGRAM EXPENSE REPORT (PER) SCHEDULE A-Q1-Q4

Purpose/Scope

This template tracks expenses for all the quarters and summarizes in the Year-To-Date column. The Year-To-Date column can be linked to Year-To-Date column of the Schedule A.

Additionally, this schedule provides the Grant Budget Amount (from grant contract agreement) column and the Over/(Under) Budget Amount column which compares cumulative Year-To-Date expenses to Grant Budget Amount.

Instruction for Expenses by Object Line-Items

The instructions for expense line items are the same as Schedule A.

PROGRAM REVENUE REPORT AND RECONCILIATION BETWEEN TOTAL PROGRAM AND REIMBURSABLE EXPENSES SCHEDULE B

Purpose/Scope

Program Revenue Report (PRR) and Reconciliation Between Total and Reimbursable Expenses, Schedule B, are intended to capture all revenue by the detailed source and reconcile total program expenses and reimbursable expenses. Each revenue column should match up with the Edison Contract Number and the Program Name from Schedule A and align with its corresponding expense column from the Schedule A. The Reconciliation of Total Program Expenses And Reimbursable Expenses, at the bottom of Schedule B, should be completed to show how Total Program Expenses (Line 51 of Schedule B or Line 25 of Schedule A) reconciles to the amount to be reimbursed.

If multiple programs exist, additional copies of the Schedule B can be used to enter all Program Revenue and Reconciliation Between Total and Reimbursable Expenses.

Additional supplemental schedules showing the Sources of Revenue in the aggregations may be attached, if needed. The contracting state agency may provide more guidance in the grant contract agreement.

Instruction for Sources of Revenue

• Reimbursable Program Funds

Line 31

Reimbursable Federal Program Funds

Enter the portion of Total Direct Program & Administrative Expenses reported on Line 23 of the Schedule A that are reimbursable from the Federal program funds.

Reference:
Form 990 Part VIII 1e

Line 32 Reimbursable State Program Funds

Enter the portion of Total Direct Program & Administrative Expenses reported on Line 23 of the Schedule A that are reimbursable from the state program funds.

Reference:
Form 990 Part VIII 1e

Line 33 Total Reimbursable Program Funds

Add Line 31 Reimbursable Federal Program Funds and Line 32 Reimbursable State Program Funds.

• Matching Revenue Funds

Note: matching requirements can be found in the grants contact agreement for the grants received from the contracting state agency.

Line 34 Other Federal Funds

Enter the matching portion (the grantee portion) of the program costs that will be covered by other Federal fund sources.

Reference:
Form 990 Part VIII 1e

Line 35 Other State Funds

Enter the matching portion (the grantee portion) of the program costs that will be covered by other State fund source.

Reference:
Form 990 Part VIII 1e

Line 36 Other Government Funds

Enter the matching portion (the grantee portion) of the program costs that will be covered by other government fund source.

Reference:
Form 990 Part VIII 1e

Line 37 Cash Contributions (Nongovernment)

Enter the matching portion (the grantee portion) of the cash contributions that were received from corporations, foundations, trusts, and individuals, United Ways, other not-for-profit organizations, and affiliated organizations. This is only applicable when the grantee has received contributions from above donors for this program and this is included as expense line-items of the Schedule A.

References:
Form 990 Part VIII 1f

Line 38 In-Kind Contributions (Equals Schedule A. Line 24)

Enter the matching portion (the grantee portion) of the direct and administrative in-kind contributions.

Approval and guidelines for valuation and reporting of in-kind contributions will be specified by those grantor agencies who allow their use toward program purposes.

References:

Form 990 Part VIII line 1f and Part XI line 6

Line 39 Program Income

Enter the matching portion (the grantee portion) of program income. For example, income from fees for services performed.

Reference:

Form 990 Part VIII line 2a to 2f

Line 40 Other Matching Revenue

Enter the matching portion of other revenues that are not included in lines 34 through 39.

References:

Form 990 Part VIII 3 through 11e

Line 41 Total Matching Revenue Funds

Add lines 34 through 40.

Line 42 Other Program Funds

Enter any other program revenues that are funded by the contracting state agency but are not reported as matching revenue funds on Line 41 Total Matching Revenue Funds. Example of this can be in-kind expenses (Line 24 of Schedule A), if any.

References:

Form 990 Part VIII 1a through 11e

Line 43 Total Revenue

Add lines 33, 41, and 42.

References:

Form 990 Part VIII 12

Instruction for Reconciliation Between Total and Reimbursable Expenses

Line 51 Total Program Expenses

This line is brought forward from Line 25 Total Program Expenses on Schedule A.

Line 52 Other Unallowable Expenses

Enter amount for Other Unallowable Expenses here. Some program expenses may not be reimbursable under certain grants. Example of this can be the in-kind expenses which is non-cash item. This will vary according to the contracting state agency and the type of grant or contract. Consult with the contracting state agency that funds the program for additional guidelines.

Line 53 Excess Administration

This line may be used to deduct allocated Administration and General expenses (indirect costs) in excess of the allowable percentage specified in the grant contract agreement or the indirect cost rate that is approved by the cognizant State agency. This line may also be used to deduct an adjustment resulting from limitations on certain components of Administration and General expenses. Consult with the contracting state agency that funds the program for additional guidelines.

Line 54 Matching Expenses

Total program expenses should be deducted from matching (cost sharing) expenses required by the program compliance. This portion can be specified as an amount or percentage to match the federal award. Program income (e.g., user fees or rental of real property) can be deducted from matching portion.

Line 55 Reimbursable Expense (Line 51 Less Lines 52, 53, And 54)

This should equal the amount the contracting state agency has already paid for the quarter's operations of the program. The cumulative Year-To-Date column is what the grantor has actually paid to date if the organization has submitted the invoice and reimbursed monthly.

Line 56 Total Reimbursement To Date

The Quarter-to-Date column is the total amounts received for this quarter from filing of Invoices for Reimbursement (usually monthly). The cumulative Year-to-Date column amount is the total amount received for the grant program.

Line 57 Difference (Line 55 minus Line 56)

This is the portion of Reimbursable Expenses that are not paid yet. If a grantee submits a monthly invoice for reimbursement and reimbursement has been received, this will be zero.

Line 58 Advances

Any advance payments from the contracting state agency should appear on this line. Most of time, the contracting state agency will not pay the expenses in advance.

Line 59 This Reimbursement (Line 57 minus 58)

The remainder should be the amount due under the grant contract. Request for reimbursement is made through the invoicing process and not through filing of the quarterly or annual report. Any amounts showing here needed to be included in the invoice for reimbursement.

NONGRANT EXPENSE REPORT (NER) NONGRANT REVENUE REPORT (NRR) AND RECONCILIATION BETWEEN TOTAL NONGRANT AND REIMBURSABLE EXPENSES SCHEDULE A-1, SCHEDULE A-1-Q1-Q4, and SCHEDULE B-1

Purpose/Scope

These schedules may be used for the nongrants/unallowable expenses that are not reimbursed/will not be reimbursed by the contracting state agencies.

These schedules should be completed to reconcile expenses per the Total Expense Summary Report (Schedule C) to the trial balance/general ledger when the nongrants/unallowable expenses exist in the grantee's books.

Instruction for Schedules A-1, A-1-Q1-Q4, and B-1

The instruction for these schedules A-1, A-1-Q1-Q4, and B-1 are the same as the instructions for Schedule A and B except these expenses will not be reimbursed by the contracting state agency.

Heading sections may be entered as N/A if this heading is not applicable for Nongrant/Unallowable Expense or Revenue.

TOTAL EXPENSE SUMMARY REPORT Schedule C

Purpose/Scope

The Total Expense Summary Report is intended to recap all the direct program expenses in one column, separately identify nongrant/unallowable expenses, and total administrative expenses in other columns, as well as a grand total of all the expenses of the grantee. The amounts in Grand Total Year-to-Date column should tie to the general ledger/trial balance of the grantee/organization.

Schedule C should be only one schedule regardless if there are multiple Schedule As and Bs. The grantee will complete all the schedules at one time and will submit the same schedule to the multiple contracting state agencies if the grantee has received awards from the multiple state agencies.

Instruction for Expenses by Object Line-Items

The object line-items are the same as Schedule A. See each line-item instruction in Schedule A.

Instruction for Columns

Total Direct Program Expenses Column

This column is the summary of all the individual programs' cumulative year to date expenses as identified separately under the respective program names in Schedule A.

Total Nongrant/Unallowable Expenses Column

The nongrant/unallowable expense column includes the following expenses:

- I. The cumulative year-to-date expenses for all other programs that are not funded by the contracting state agency/agencies.

- II. The cumulative year-to-date expenses for fund-raising activities, if any.

- III. Other cumulative year-to-date expenses that are not allowable for reimbursement according to the terms of the grants or the Federal guidance.

Total Administrative Expenses Column

The administrative expenses column is for categorizing the cumulative year-to-date administrative expenses into the Expense by Object. Total Direct Program Expenses (line 21) of this column is the sum of all the line 21s. Line 22 of this column will make line 21 amount to be a credit amount so that Total Direct and Administrative Expenses is showing zero since these expenses are already claimed in columns Total Direct Program Expenses Year-To-Date and Total Nongrant/Unallowable Expenses Year-To-Date.

Grand Total Column

The Grand Total column contains all the cumulative year-to-date expenses for the entire reporting organization. The Grant Total Year-to-Date expenses must be traceable to the reporting organization's general ledger or trial balance.

STATE OF TENNESSEE
PROGRAM EXPENSE REPORT

Schedule A

Page # of # Pages:

Contractor/Grantee Name:

Report Period:

Contracting State Agency:
 Program Name:
 Assistance Listing Number/Program Number:
 Edison Contract Number:
 Grant/Contract Term:

Line Item #	Expense By Object	Quarter To Date	Year To Date	Quarter To Date	Year To Date
1	Salaries and Wages		0.00		0.00
2	Employee Benefits & Payroll Taxes		0.00		0.00
3	Total Personnel Expenses	0.00	0.00	0.00	0.00
4	Professional Fees		0.00		0.00
5	Supplies		0.00		0.00
6	Telecommunication		0.00		0.00
7	Postage and Shipping		0.00		0.00
8	Occupancy		0.00		0.00
9	Equipment Rental and Maintenance		0.00		0.00
10	Printing and Publications		0.00		0.00
11	Travel		0.00		0.00
12	Conferences and Meetings		0.00		0.00
13	Interest		0.00		0.00
14	Insurance		0.00		0.00
15	Grants and Awards		0.00		0.00
16	Specific Assistance to Individuals		0.00		0.00
17	Depreciation		0.00		0.00
18	Other Non-personnel Expenses: (list details in a-d)				
a			0.00		0.00
b			0.00		0.00
c			0.00		0.00
d			0.00		0.00
19	Total Non-personnel Expenses	0.00	0.00	0.00	0.00
20	Reimbursable Capital Purchases		0.00		0.00
21	Total Direct Program Expenses	0.00	0.00	0.00	0.00
22	Administrative Expenses		0.00		0.00
23	Total Direct and Administrative Expenses	0.00	0.00	0.00	0.00
24	In-Kind Expenses		0.00		0.00
25	Total Program Expenses	0.00	0.00	0.00	0.00

STATE OF TENNESSEE
PROGRAM EXPENSE REPORT

Schedule A-Q1-Q4

Page # of # Pages:

Contractor/Grantee Name:

Report Period:

Contracting State Agency:

Program Name:

Assistance Listing Number/Program Number:

Edison Contract Number:

Grant/Contract Term:

Line Item #	Expense By Object	1 Quarter	2 Quarter	3 Quarter	4 Quarter	Year To Date	Grant Budget Amount	Over/(Under) Budget
							(From Contract Agreement)	Amount
1	Salaries and Wages					0.00		0.00
2	Employee Benefits & Payroll Taxes					0.00		0.00
3	Total Personnel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	Professional Fees					0.00		0.00
5	Supplies					0.00		0.00
6	Telephone Communication					0.00		0.00
7	Postage and Shipping					0.00		0.00
8	Occupancy					0.00		0.00
9	Equipment Rental and Maintenance					0.00		0.00
10	Printing and Publications					0.00		0.00
11	Travel					0.00		0.00
12	Conferences and Meetings					0.00		0.00
13	Interest					0.00		0.00
14	Insurance					0.00		0.00
15	Grants and Awards					0.00		0.00
16	Specific Assistance to Individuals					0.00		0.00
17	Depreciation					0.00		0.00
18	Other Non-personnel Expenses: (list details in a-d)							0
a						0.00		0.00
b						0.00		0.00
c						0.00		0.00
d						0.00		0.00
19	Total Non-personnel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	Reimbursable Capital Purchases					0.00		0.00
21	Total Direct Program Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	Administrative Expenses					0.00		0.00
23	Total Direct and Administrative Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	In-Kind Expenses					0.00		0.00
25	Total Program Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**STATE OF TENNESSEE
NONGRANT/UNALLOWABLE EXPENSE REPORT**

Schedule A-1

Page # of # Pages:

Contractor/Grantee Name:

Report Period:

Contracting State Agency:
 Program Name: **A**
 Assistance Listing Number/Program Number:
 Edison Contract Number:
 Grant/Contract Term:

B

Line Item #	Expense By Object	Quarter To Date	Year To Date	Quarter To Date	Year To Date
1	Salaries and Wages		0.00		0.00
2	Employee Benefits & Payroll Taxes		0.00		0.00
3	Total Personnel Expenses	0.00	0.00	0.00	0.00
4	Professional Fees		0.00		0.00
5	Supplies		0.00		0.00
6	Telecommunication		0.00		0.00
7	Postage and Shipping		0.00		0.00
8	Occupancy		0.00		0.00
9	Equipment Rental and Maintenance		0.00		0.00
10	Printing and Publications		0.00		0.00
11	Travel		0.00		0.00
12	Conferences and Meetings		0.00		0.00
13	Interest		0.00		0.00
14	Insurance		0.00		0.00
15	Grants and Awards		0.00		0.00
16	Specific Assistance to Individuals		0.00		0.00
17	Depreciation		0.00		0.00
18	Other Non-personnel Expenses: (list details in a-d)				
	a		0.00		0.00
	b		0.00		0.00
	c		0.00		0.00
	d		0.00		0.00
19	Total Non-personnel Expenses	0.00	0.00	0.00	0.00
20	Reimbursable Capital Purchases		0.00		0.00
21	Total Direct Nongrant Expenses	0.00	0.00	0.00	0.00
22	Administrative Expenses		0.00		0.00
23	Total Direct Nongrant and Administrative Expenses	0.00	0.00	0.00	0.00
24	In-Kind Expenses		0.00		0.00
25	Total Nongrant Expenses	0.00	0.00	0.00	0.00

STATE OF TENNESSEE
NONGRANT / UNALLOWABLE EXPENSE REPORT

Schedule A-1-Q1-Q4

Page # of # Pages:

Contractor/Grantee Name:

Report Period:

Contracting State Agency:

Program Name: A

Assistance Listing Number/Program Number:

Edison Contract Number:

Grant/Contract Term:

Line Item #	Expense By Object	1 Quarter	2 Quarter	3 Quarter	4 Quarter	Year To Date	Grant Budget Amount	Over/(Under) Budget
							(From Contract Agreement)	Amount
1	Salaries and Wages					0.00		0.00
2	Employee Benefits & Payroll Taxes					0.00		0.00
3	Total Personnel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	Professional Fees					0.00		0.00
5	Supplies					0.00		0.00
6	Telephone and Communication					0.00		0.00
7	Postage and Shipping					0.00		0.00
8	Occupancy					0.00		0.00
9	Equipment Rental and Maintenance					0.00		0.00
10	Printing and Publications					0.00		0.00
11	Travel					0.00		0.00
12	Conferences and Meetings					0.00		0.00
13	Interest					0.00		0.00
14	Insurance					0.00		0.00
15	Grants and Awards					0.00		0.00
16	Specific Assistance to Individuals					0.00		0.00
17	Depreciation					0.00		0.00
18	Other Non-personnel Expenses: (list details in a-d)							0.00
a						0.00		0.00
b						0.00		0.00
c						0.00		0.00
d						0.00		0.00
19	Total Non-personnel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	Reimbursable Capital Purchases					0.00		0.00
21	Total Direct Nongrant Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	Administrative Expenses					0.00		0.00
23	Total Direct Nongrant and Administrative Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	In-Kind Expenses					0.00		0.00
25	Total Nongrant Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**STATE OF TENNESSEE
PROGRAM REVENUE REPORT AND
RECONCILIATION BETWEEN TOTAL PROGRAM AND REIMBURSABLE EXPENSES**

Schedule B

Page # of # Pages:

Contractor/Grantee Name:

Report Period:

Contracting State Agency:	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Program Name:	A	B
Assistance Listing Number/Program Number:	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Edison Contract Number:	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Grant/Contract Term:	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

Line Item #	Sources Of Revenue	Quarter To Date	Year To Date	Quarter To Date	Year To Date
Reimbursable Program Funds:					
31	Reimbursable Federal Program Funds (Line 23)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
32	Reimbursable State Program Funds (Line 23)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
33	Total Reimbursable Program Funds (equals line 55)	0.00	0.00	0.00	0.00
Matching Revenue Funds:					
34	Other Federal Funds	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
35	Other State Funds	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
36	Other Government Funds	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
37	Cash Contributions (non-government)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
38	In-Kind Contributions (equals line 24)	0.00	0.00	0.00	0.00
39	Program Income	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
40	Other Matching Revenue	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
41	Total Matching Revenue Funds (lines 34 - 40)	0.00	0.00	0.00	0.00
42	Other Program Funds	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
43	Total Revenue (lines 33, 41, & 42)	0.00	0.00	0.00	0.00
Reconciliation Between Total and Reimbursable Expenses					
51	Total Program Expenses (line 25)	0.00	0.00	0.00	0.00
52	Subtract Other Unallowable Expenses (contractual)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
53	Subtract Excess Administration Expenses (contractual)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
54	Subtract Matching Expenses (equals line 41)	0.00	0.00	0.00	0.00
55	Reimbursable Expenses (line 51 minus lines 52,53,54)	0.00	0.00	0.00	0.00
56	Total Reimbursement To Date	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
57	Difference (line 55 minus line 56)	0.00	0.00	0.00	0.00
58	Advances	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
59	This reimbursement (line 57 minus line 58)	0.00	0.00	0.00	0.00

**STATE OF TENNESSEE
NONGRANT/UNALLOWABLE REVENUE REPORT AND
RECONCILIATION BETWEEN TOTAL AND REIMBURSABLE EXPENSES**

Schedule B-1

Page # of # Pages:

Contractor/Grantee Name:

Report Period:

Contracting State Agency:	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Program Name:	A	B	<input style="width: 95%;" type="text"/>
Assistance Listing Number/Program Number:	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Edison Contract Number:	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Grant/Contract Term:	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

Line Item #	Sources Of Revenue	Quarter To Date	Year To Date	Quarter To Date	Year To Date
Reimbursable Nongrant Funds:					
31	Reimbursable Federal Program Funds (Line 23)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
32	Reimbursable State Program Funds (Line 23)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
33	Total Reimbursable Nongrant Funds (equals line 55)	0.00	0.00	0.00	0.00
Matching Revenue Funds:					
34	Other Federal Funds	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
35	Other State Funds	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
36	Other Government Funds	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
37	Cash Contributions (non-government)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
38	In-Kind Contributions (equals line 24)	0.00	0.00	0.00	0.00
39	Program Income	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
40	Other Matching Revenue	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
41	Total Matching Revenue Funds (lines 34 - 40)	0.00	0.00	0.00	0.00
42	Other Program Funds	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
43	Total Revenue (lines 33, 41, & 42)	0.00	0.00	0.00	0.00
Reconciliation Between Total and Reimbursable Expenses					
51	Total Nongrant Expenses (line 25)	0.00	0.00	0.00	0.00
52	Subtract Other Unallowable Expenses (contractual)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
53	Subtract Excess Administration Expenses (contractual)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
54	Subtract Matching Expenses (equals line 41)	0.00	0.00	0.00	0.00
55	Reimbursable Expenses (line 51 minus lines 52,53,54)	0.00	0.00	0.00	0.00
56	Total Reimbursement To Date	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
57	Difference (line 55 minus line 56)	0.00	0.00	0.00	0.00
58	Advances	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
59	This reimbursement (line 57 minus line 58)	0.00	0.00	0.00	0.00

**STATE OF TENNESSEE
TOTAL EXPENSE SUMMARY REPORT**

Schedule C

Page # of # Pages:

Contractor/Grantee Name:

Report Period:

Line Item #	Expense By Object	Total Direct Program Expenses Year To Date	Total Nongrant/Unallowable Expenses Year To Date	Total Administrative Expenses Year To Date	Grand Total Year To Date
1	Salaries and Wages	0.00			0.00
2	Employee Benefits & Payroll Taxes	0.00			0.00
3	Total Personnel Expenses	0.00	0.00	0.00	0.00
4	Professional Fees	0.00			0.00
5	Supplies	0.00			0.00
6	Telecommunication	0.00			0.00
7	Postage and Shipping	0.00			0.00
8	Occupancy	0.00			0.00
9	Equipment Rental and Maintenance	0.00			0.00
10	Printing and Publications	0.00			0.00
11	Travel	0.00			0.00
12	Conferences and Meetings	0.00			0.00
13	Interest	0.00			0.00
14	Insurance	0.00			0.00
15	Grants and Awards	0.00			0.00
16	Specific Assistance to Individuals	0.00			0.00
17	Depreciation	0.00			0.00
18	Other Non-personnel Expenses: (list details in a-d)				
	a	0.00			0.00
	b	0.00			0.00
	c	0.00			0.00
	d	0.00			0.00
19	Total Non-personnel Expenses	0.00	0.00	0.00	0.00
20	Reimbursable Capital Purchases	0.00			0.00
21	Total Direct Program Expenses	0.00	0.00	0.00	0.00
22	Administrative Expenses	0.00			0.00
23	Total Direct and Administrative Expenses	0.00	0.00	0.00	0.00
24	In-Kind Expenses	0.00			0.00
25	Total Expenses	0.00	0.00	0.00	0.00

Annual (Final) Report

1. **Grantee Name:**
2. **Grant Contract Edison Number:**
3. **Grant Term:**
4. **Grant Amount:**
5. **Narrative Performance Details:** (Description of program goals, outcomes, successes and setbacks, benchmarks or indicators used to determine progress, any activities that were not completed)


Submit one to:

Jenny Crane, Contract Manager, Community Health Services jenny.crane@tn.gov; and
fa.audit@tn.gov, TN Department of Finance and Administration


ANTIOCH PIKE COMMUNITY MAP



**RADNOR TOWERS
SENIOR HOUSING**



**TENNIS
COURTS**




**APARTMENT
HOUSING
(MORE THIS WAY)**



**ROUTE 52
WEGO STOP**



**WOODBINE
PEDIATRICS**



**FOOTBALL FIELD
AND TRACK**



**GLENCLIFF
ELEMENTARY
SCHOOL**



**GLENCLIFF
HIGH SCHOOL**



DISC GOLF

NOLANSVILLE PIKE (HIGH INJURY NETWORK)



**WOODBINE
FRESH MARKET**

ANTIOCH PIKE PROJECT AREA



**SOCCER
FIELD**



**STUDENT
COMMUNITY
GARDEN**



**GREEN
SPACE**



**COTTAGE COVE
KIDS PROGRAM**



**WRIGHT MIDDLE
SCHOOL**

