

LEGISLATIVE TRACKING FORMFiling for Council Meeting Date: 11/04/25

Resolution



Ordinance

Contact/Prepared By: Marteja BaileyDate Prepared: 09/25/25Title (Caption): Adult changing table 26 grant applicationAdult changing table purchase and installation for the Green Hills Branch of Nashville Public LibrarySubmitted to Planning Commission? ☒ N/A ☐ Yes-Date: _____ Proposal No: _____Proposing Department: Public Library Requested By: Terri LukeAffected Department(s): Public Library Affected Council District(s): All**Legislative Category (check one):**

- | | | |
|---|---|--|
| ☐ Bonds | ☐ Contract Approval | ☐ Intergovernmental Agreement |
| ☐ Budget - Pay Plan | ☐ Donation | ☐ Lease |
| ☐ Budget - 4% | ☐ Easement Abandonment | ☐ Maps |
| ☐ Capital Improvements | ☐ Easement Accept/Acquisition | ☐ Master List A&E |
| ☐ Capital Outlay Notes | ☐ Grant | ☐ Settlement of Claims/Lawsuits |
| ☐ Code Amendment | ☒ Grant Application | ☐ Street/Highway Improvements |
| ☐ Condemnation | ☐ Improvement Acc. | ☐ Other: _____ |

FINANCE Amount +/-: \$ \$ 10,000.00**Match:** \$ \$ 0.00
Funding Source: ☐ Capital Improvement Budget
☐ Capital Outlay Notes
☐ Departmental/Agency Budget
☐ Funds to Metro
☐ General Obligation Bonds
☐ Grant
☐ Increased Revenue Sources

☐ Judgments and Losses
☐ Local Government Investment Project
☐ Revenue Bonds
☐ Self-Insured Liability
☐ Solid Waste Reserve
☐ Unappropriated Fund Balance
☐ 4% Fund
☐ Other: _____
Approved by OMB: Aaron Pratt *AL*

Approved by Finance/Accounts: _____

Approved by Div Grants Coordination: Juanita Paulsen

Date to Finance Director's Office: _____

APPROVED BY**FINANCE DIRECTOR'S OFFICE:** _____**ADMINISTRATION**

Council District Member Sponsors: _____

Council Committee Chair Sponsors: _____

Approved by Administration: _____ Date: _____

DEPARTMENT OF LAW

Date to Dept. of Law: _____ Approved by Department of Law: _____

Settlement Resolution/Memorandum Approved by: _____Date to Council: _____ For Council Meeting: _____ ☐ E-mailed Clerk
☐ All Dept. Signatures ☐ Copies ☐ Backing ☐ Legislative Summary ☐ Settlement Memo ☐ Clerk Letter ☐ Ready to File

Department of Law – White Copy

Administration – Yellow Copy

Finance Department - Pink Copy

GRANT APPLICATION SUMMARY SHEET

Grant Name: Adult Changing Table 26
Department: PUBLIC LIBRARY
Grantor: TENNESSEE DEPT. OF DISABILITY & AGING
Pass-Through Grantor (If applicable):
Total Applied For \$10,000.00
Metro Cash Match: \$0.00
Department Contact: Marteja Bailey
862-5805
Status: CONTINUATION

Program Description:
Adult Changing Table for the Green Hills Branch of the Nashville Public Library.
Plan for continuation of services upon grant expiration:

APPROVED AS TO AVAILABILITY OF FUNDS:	APPROVED AS TO FORM AND LEGALITY:
<u>Jennisee Reed/mjr</u> 10/16/2025 10:21 AM CDT	<u>Hannah Zeitlin</u> 10/17/2025 5:59 AM PDT
Director of Finance Date	Metropolitan Attorney Date

APPROVED AS TO RISK AND INSURANCE:

<u>Balogun Cobb</u> 10/17/2025 8:14 AM CDT
Director of Risk Management Services Date

Grants Tracking Form

Part One

Pre-Application ☐					Application ☒					Award Acceptance ☐					Contract Amendment ☐				
Department			Dept. No.		Contact					Phone		Fax							
PUBLIC LIBRARY			039		Marteja Bailey														
Grant Name:			Adult Changing Table 26																
Grantor:			TENNESSEE DEPT. OF DISABILITY & AGING							Other:									
Grant Period From:			09/25/25		(applications only) Anticipated Application Date:														
Grant Period To:			06/30/26		(applications only) Application Deadline:					06/01/26									
Funding Type:			STATE		Multi-Department Grant ☐					If yes, list below.									
Pass-Thru:					Outside Consultant Project: ☐														
Award Type:			COMPETITIVE		Total Award:					\$10,000.00									
Status:			CONTINUATION		Metro Cash Match:					\$0.00									
Metro Category:			Est. Prior.		Metro In-Kind Match:					\$0.00									
CFDA #			N/A		Is Council approval required?					☐									
Project Description:								Applic. Submitted Electronically?					☐						
Adult Changing Table for the Green Hills Branch of the Nashville Public Library.																			
Plan for continuation of service after expiration of grant/Budgetary Impact:																			
How is Match Determined?																			
Fixed Amount of \$					or				% of Grant				Other: ☐						
Explanation for "Other" means of determining match:																			
For this Metro FY, how much of the required local Metro cash match:																			
Is already in department budget?							Fund				Business Unit								
Is not budgeted?							Proposed Source of Match:												
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)																			
Other:																			
Number of FTEs the grant will fund:			0.00		Actual number of positions added:			0.00											
Departmental Indirect Cost Rate			19.83%		Indirect Cost of Grant to Metro:			\$1,983.00											
*Indirect Costs allowed?			☐ Yes ☒ No		% Allow.		0.00%		Ind. Cost Requested from Grantor:			\$0.00		in budget					
*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)																			
Draw down allowable?			☐																
Metro or Community-based Partners:																			

Part Two										
Grant Budget										
Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY26		\$10,000.00					\$10,000.00	\$1,983.00	\$0.00
Yr 2	FY__									
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
Total		\$0.00	\$10,000.00	\$0.00	\$0.00		\$0.00	\$10,000.00	\$1,983.00	\$0.00
Date Awarded:					Tot. Awarded:		Contract#:			
(or) Date Denied:					Reason:					
(or) Date Withdrawn:					Reason:					

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

JP

Resolution No. _____

A resolution approving a grant application from the Tennessee Department of Disability and Aging to the Metropolitan Government, acting by and through the Nashville Public Library, for the purchase and installation of a powered, adult-sized changing table in the single occupancy restroom of the Green Hills Branch Library.

WHEREAS, the Tennessee Department of Disability and Aging is accepting applications for an adult-sized changing table with an award of \$10,000.00 with no cash match required; and,

WHEREAS, the Metropolitan Government is eligible to participate in this grant program; and,

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

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

Section 1. That the Metropolitan Government's grant application for the purchase and installation of a powered, adult-sized changing table, with an award of \$10,000.00, a copy of which is attached hereto and incorporated herein, is hereby approved, and the Nashville Public Library is authorized to submit said application to the Tennessee Department of Disability and Aging.

Section 2. 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:

Jenneen Reed/mjr
Jenneen Reed, Director
Department of Finance

INTRODUCED BY:

APPROVED AS TO FORM AND
LEGALITY:

Hannah Zeitlin
Assistant Metropolitan Attorney

Member(s) of Council



Department of
Disability and Aging

<https://tn.gov>

Search the Department



LIFELONG TENNESSEE: A MULTISECTOR PLAN FOR AGING WELL CONSUMER SURVEY

Grant Funding Opportunities

Applying for a DDA Grant?

- [Become an Authorized Vendor](#)

Available Grant Funding

✓ Senior Center Grant

✓ Adult Size Changing Tables

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

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

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

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

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

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

Interested in Installing a Table?

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

Requirements for changing tables include:

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

How to Apply:

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

Be prepared to provide:

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

Have Questions?

Vendors:

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

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

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

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

Adult Changing Tables at Natchez Trace State Park



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



- ✓ Residential Pilot Program
- ✓ TN Believes
- ✓ Technology 1st Education Program for Self-Advocates and Individuals Aged 60 and Over
- ✓ Provider Innovation Grant

Previous Grant Initiatives

- ✓ Respite Ministries Grant
-
- ✓ Inclusive Playground and Facility Grant

Adult Changing Table Grant Opportunity

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

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

Applicants must provide the following:

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

The Process:

If selected, the applicant will receive an email and a Proforma grant contract for review. Upon completion of all signatures, the Grantees shall then proceed to complete the scope within the agreed grant duration. Upon completion of the scope, the Grantee shall than request reimbursement from the State as prescribed in section C.5. of the State's Proforma grant contract.

Applications will be accepted until June 1, 2026.

Name of Organization*

Required field

Adult Changing Table Grant Opportunity

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

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

Applicants must provide the following:

Name of organization - Metro Government of Nashville & Davidson County

Contact email – Marteja.Bailey@nashville.gov

Type of Organization – TN Local Government

State of Tennessee Edison ID or W9 -
0000000000000000000074566

Location of proposed installation site - 3701 Benham Ave, Nashville, TN 37215

Is this restroom available to the general public? Yes

Is this a single occupancy bathroom? Yes

Anticipated breakdown of costs – 10,000

Anticipated time frame to complete installation - Table will be ordered as soon as the grant contract is made available.

Once the contract is in place, table should be delivered within 8 weeks

and installed immediately.

The Process:

If selected, the applicant will receive an email and a Proforma grant contract for review. Upon completion of all signatures, the Grantees shall then proceed to complete the scope within the agreed grant duration. Upon completion of the scope, the Grantee shall then request reimbursement from the State as prescribed in section C.5. of the State's Proforma grant contract.

Applications will be accepted until June 1, 2026.

Submit Form

GRANT BUDGET – Adult Changing Table Grant
(BUDGET PAGE 1)

GRANTEE: METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY, FOR THE BENEFIT OF THE NASHVILLE PUBLIC LIBRARY

APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expenses incurred during the period beginning September 25, 2025, and June 1, 2026.

POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	Teaching with Primary Sources - Southern Region for the benefit of Special Collections programming
1 & 2	Salaries and Benefits & Taxes	0.00
4, 15	Professional Fee/ Grant & Award ²	0.00
5	Supplies/ Library Materials	0.00
6,7,8,9,10,11 & 12	Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications, Marketing, Promotions and Travel/Conferences/Professional Development & Meetings	0.00
13	Interest ²	0.00
14	Insurance 5	0.00
16	Specific Assistance to Individuals	0.00
17	Depreciation ²	0.00
18	Other non-personnel 2	0.00
20	Capital Purchase ²	10,000.00
22	Indirect Cost	0.00
24	In-Kind Expense	0.00
25	GRAND TOTAL	\$10,000.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: www.state.tn.us/finance/rds/ocr/policy03.pdf).

² Applicable detail attached if line-item is funded.

APPLICATION FOR Adult Changing Table Grant

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Jeri M. Luk
Director
Department of Library

9-25-2025
Date