

## GRANT SUMMARY SHEET

**Grant Name:** Child and Adult Food Program 21-22

**Department:** PARKS & RECREATION

**Grantor:** TN Dept. of Human Services

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

**Total Award this Action:** \$652,757.56

**Cash Match** \$0.00

**Department Contact:** Alan Enzo  
862-8400


**Status:** CONTINUATION

**Program Description:**

The Child & Adult Care Food Program provides reimbursement funding for meals and snacks served to children enrolled in at-risk after-school programs. New funding will provide food program services at 9 Parks locations.

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

This grant is offered annually, and the department expects to re-apply each year when the grant program is announced. Should funds become unavailable the Parks Department will evaluate the availability of other resources for funding.

B.A. Initials 

### Grants Tracking Form

Part One

<input type="radio"/> Pre-Application <input type="radio"/> Application <input checked="" type="radio"/> Award Acceptance <input type="radio"/> Contract Amendment				
Department	Dept. No.	Contact	Phone	Fax
PARKS & RECREATION	040	Alan Enzo	862-8400	862-8414
<b>Grant Name:</b> Child and Adult Food Program 21-22				
<b>Grantor:</b> TN DEPT. OF HUMAN SERVICES				
<b>Grant Period From:</b> 10/01/21				
<b>Grant Period To:</b> 09/30/22				
<b>Funding Type:</b> STATE				
<b>Pass-Thru:</b>				
<b>Award Type:</b> FORMULA				
<b>Status:</b> CONTINUATION				
<b>Metro Category:</b> Est. Prior.				
<b>CFDA #</b> : N/A				
<b>Project Description:</b>				
The Child & Adult Care Food Program provides reimbursement funding for meals and snacks served to children enrolled in at-risk after-school programs. New funding will provide food program services at 9 Parks locations.				
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>				
This grant is offered annually and the department expects to re-apply each year when the grant program is announced. Should funds become unavailable the Parks Department will evaluate the availability of other resources for funding.				
<b>How is Match Determined?</b>				
<b>Fixed Amount of \$</b> : N/A     or <b>% of Grant</b>				
<b>Other:</b> <input type="checkbox"/>				
<b>Explanation for "Other" means of determining match:</b>				
N/A				
<b>For this Metro FY, how much of the required local Metro cash match:</b>				
<b>Is already in department budget?</b> N/A				
<b>Is not budgeted?</b>				
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>				
<b>Other:</b>				
<b>Number of FTEs the grant will fund:</b> 2.88				
<b>Actual number of positions added:</b> 6.00				
<b>Departmental Indirect Cost Rate:</b> 21.63%				
<b>Indirect Cost of Grant to Metro:</b> \$116,082.76				
<b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No <b>% Allow.:</b> 21.63%				
<b>Ind. Cost Requested from Grantor:</b> \$116,082.76 <b>in budget</b>				
<b>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</b>				
<b>Draw down allowable?</b> <input type="checkbox"/>				
<b>Metro or Community-based Partners:</b>				

Part Two

Grant Budget										
Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY22		\$489,568.17		\$0.00		\$0.00	\$489,568.17	\$87,062.07	\$87,062.07
Yr 2	FY23		\$163,189.39		\$0.00		\$0.00	\$163,189.39	\$29,020.69	\$29,020.69
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
<b>Total</b>		<b>\$0.00</b>	<b>\$652,757.56</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$652,757.56</b>	<b>\$116,082.76</b>	<b>\$116,082.76</b>
<b>Date Awarded:</b>				11/10/21	<b>Tot. Awarded:</b> \$652,757.56		<b>Contract#:</b>		Sponsor #00711 CACFP	
<b>(or) Date Denied:</b>					<b>Reason:</b>					
<b>(or) Date Withdrawn:</b>					<b>Reason:</b>					

Contact: [trinity.weathersby@nashville.gov](mailto:trinity.weathersby@nashville.gov)  
[vaughn.wilson@nashville.gov](mailto:vaughn.wilson@nashville.gov)

GCP RECEIVED 11/15/21

GCP APPROVED 11/16/21

TW



**STATE OF TENNESSEE  
DEPARTMENT OF HUMAN SERVICES**

JAMES K. POLK BUILDING  
505 DEADERICK STREET  
NASHVILLE, TENNESSEE 37243-1403

TELEPHONE: 615-313-4700 FAX: 615-741-4165  
TTY: 1-800-270-1349  
[www.tn.gov/humanservices](http://www.tn.gov/humanservices)

**BILL LEE**  
GOVERNOR

**CLARENCE CARTER**  
COMMISSIONER

November 10, 2021  
Ms. Darlene Morrow  
Metropolitan Nashville Government  
Nashville, TN

RE: Sponsor # 00711 CACFP Approval for 2021-22

Dear Ms. Morrow:

As of today, November 10, 2021, Metropolitan Nashville Parks and Recreation's nine feeding sites have been approved to participate in the CACFP Food Program administered by the Tennessee Department of Human Services with Ms. Tiffanie D. Fletcher as Program Administrator. This approval will continue until September 30, 2022. Please let me know if you have any additional questions or need further information.

Thank you,

*Thomas A. Waddell*

Thomas A. Waddell, Program Specialist  
TN Department of Human Services Community and Social Services-Nutrition Program –  
CACFP & SFSP  
Polk Building, 15th Floor  
505 Deaderick Street, Nashville, TN 37243-1403  
T: (615) 770-5493

JOHN COOPER, MAYOR



# METROPOLITAN BOARD OF PARKS AND RECREATION

Centennial Park Office  
Park Plaza at Oman Street  
Nashville, TN 37201

(615) 862-8400  
Fax (615) 862-8414  
[www.nashville.gov/parks](http://www.nashville.gov/parks)

Monique Horton Odom, Director

July 6, 2021

Mr. Stevon Neloms  
Assistant Director of Parks/Community Programs  
P.O. Box 196340  
Nashville, TN 37219

Dear Stevon:

As you are aware the Metro Parks Board, at its meeting held Tuesday, July 6, 2021, granted approval to your request to renew the application for FY22 for the Child and Adult Care Food Program to be offered in eight (8) of Metro Parks after school programs. The grant period is October 1, 2021 through September 30, 2022. This program provides consistent nutritious meals and snacks for children attending after school programming that contributes to their wellness, healthy growth, and development.

On behalf of the Metro Parks Board, thank you for all you do to bring innovative programming and assistance to the participants in our recreation center programs.

Sincerely,

Monique Horton Odom, Director  
and Secretary to the Board

:mp



**Child & Adult Care Food Program  
Sponsor Budget for 2021 - 2022**

00711 Status: Active  
**NASHVILLE & DAVIDSON COUNTY METRO GOVERNMENT**  
 DBA: Metro Parks and Recreation  
 511 Oman Street  
 Nashville, TN 37203-1234

Type of Agency: Government Agency  
 Agreement Type: Sponsor of Affiliated Sites

**Budget Version:** Revision 2

		Sponsor Complete This Column	<b>FOR STATE USE ONLY Approved</b>
<b>A. Anticipated Annual CACFP Revenue</b>			
1.	Number of sites anticipated for sponsorship	9	
2.	Total Annual CACFP Revenue from prior 12 months	\$29,393.32	\$29,393.32
<b>B. Projected Operating Costs: Labor</b>			
	Executive Staff	\$0.00	\$0.00
	Management Staff	\$0.00	\$0.00
	Staff	\$54,674.80	\$54,674.80
<b>C. Projected Administrative Costs: Labor</b>			
	Executive Staff	\$0.00	\$0.00
	Management Staff	\$0.00	\$0.00
	Staff	\$7,000.00	\$7,000.00
<b>D. Projected Operating Costs</b>			
	Brief Description	Projected Cost	Approved Cost
1.	Food Purchases      Food Purchases for Meal Prep	\$438,000.00	\$438,000.00
2.	Meal Contracts (meal cost)	\$0.00	\$0.00
3.	Mileage (meal transporting cost)      Fuel Cost	\$5,200.00	\$5,200.00
4.	Non-Food Supplies      Paper Product	\$20,000.00	\$20,000.00
5.	Printing/Postage/Com munications      Menus Training Documents	\$400.00	\$400.00
6.	Purchased Services	\$0.00	\$0.00
7.	Food Service Space	\$0.00	\$0.00
8.	Reimbursement to Unaffiliated Centers	\$0.00	\$0.00
	<b>Total Operating Costs</b>	\$518,274.80	\$518,274.80
<b>E. Net Operating Amount</b>			

1. Difference (A-D)		\$-488,881.48	\$-488,881.48
---------------------	--	---------------	---------------

### **F. Projected Administrative CACFP Expenditures**

	Brief Description	Projected Cost	Approved Cost
1.	Durable Supplies under \$5,000	\$0.00	\$0.00
2.	Office Materials (Expendable) Supplies Toner, Paper	\$500.00	\$500.00
3.	Equipment Purchases over \$5,000 Freezer and Refrigerator	\$5,500.00	\$5,500.00
4.	Equipment Rental/Lease	\$0.00	\$0.00
5.	Printing/Postage/Communications Signage	\$200.00	\$200.00
6.	Office Space/Rental/Lease/Depreciation Use Allowance	\$0.00	\$0.00
7.	Utilities/Facility Maintenance/Janitorial Services	\$0.00	\$0.00
8.	Travel for Program Operations	\$0.00	\$0.00
9.	Center Workshops/Participant Training Required Trainings	\$200.00	\$200.00
10.	Nutrition Education Materials Teaching Kitchens	\$2,000.00	\$2,000.00
11.	Meetings, Conferences, and Staff Training Staff Professional Development and Staff Training	\$3,000.00	\$3,000.00
12.	Contracted/Professional Services	\$0.00	\$0.00
13.	Insurance Premiums	\$0.00	\$0.00
14.	Bonds	\$0.00	\$0.00
15.	Memberships/Subscriptions/Professional Activities	\$0.00	\$0.00
16.	Other Administrative Expenditures/Advertising Indirect Cost	\$116,082.76	\$116,082.76
<b>Total Administrative Costs</b>		<b>\$134,482.76</b>	<b>\$134,482.76</b>

### **G. Summary**

1.	Total Expenditures (Operating and Administrative)	\$652,757.56	\$652,757.56
2.	Total Anticipated Annual CACFP Reimbursement	\$652,757.56	\$652,757.56
3.	Prior Year Carryover Non Profit Food Program Revenue	\$0.00	\$0.00
4.	Total Other Revenue	\$0.00	\$0.00
	Explanation of Source of Other Revenue		
5.	Total Revenue (G2 + G3 + G4)	\$652,757.56	\$652,757.56

- 6. Net Balance (G5 Total Revenue – G1 Total Expenditures) \$0.00 \$0.00
- 7.  There are expenditures that require prior approval or specific written prior approval (SPWA).

**Certification**

---

I certify that the information on this form, and supporting documents, is true and correct and that I will immediately report to the Department of Human Services any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The Department of Human Services may verify information; and the deliberate misrepresentation or withholding of information may result in prosecution under applicable state and federal statutes.

**Document Attachments**

---

Actions	Notes	Version	Uploaded By

Created By: Tiffanie.Fletcher@nashville.gov on: 10/25/2021 11:44:21 AM    Modified By: Tiffanie.Fletcher@nashville.gov on: 10/25/2021 12:00:05 PM

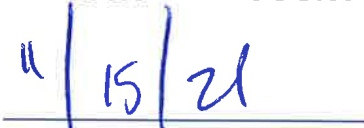
**SIGNATURE PAGE  
FOR**

**GRANT NO. VCA CACFP 2021-2022**

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

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
Department

  
\_\_\_\_\_  
Date

**APPROVED AS TO AVAILABILITY  
OF FUNDS:**

DocuSigned by:  
  
\_\_\_\_\_  
Director of Finance

11/23/2021  
\_\_\_\_\_  
Date

**APPROVED AS TO RISK AND INSURANCE:**

DocuSigned by:  
  
\_\_\_\_\_  
Director of Insurance

11/29/2021  
\_\_\_\_\_  
Date

**APPROVED AS TO FORM AND  
LEGALITY:**

DocuSigned by:  
  
\_\_\_\_\_  
Metropolitan Attorney

11/24/2021  
\_\_\_\_\_  
Date

**FILED:**

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

\_\_\_\_\_  
Date