

---

---

## GRANT SUMMARY SHEET

---

---

**Grant Name:** Courtroom Security Grant 24

**Department:** STATE TRIAL COURTS

**Grantor:** TENNESSEE ADMINISTRATIVE OFFICE OF THE COURTS

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

**Total Award this Action:** \$111,200.00

**Cash Match Amount** \$0.00

**Department Contact:** Bart Pickett  
880-2558

**Status:** NEW

**Program Description:**

Grant for funds to improve on the security in the Historic Courthouse and JAAB Building primarily through the addition of security cameras and securing the executive/judicial parking in the HCH parking garage.

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

The grant will be used to purchase security equipment and should not result in an increase in recurring expenditures.

### Grants Tracking Form

Part One

<b>Pre-Application</b> <input type="radio"/>		<b>Application</b> <input type="radio"/>		<b>Award Acceptance</b> <input checked="" type="radio"/>		<b>Contract Amendment</b> <input type="radio"/>	
<b>Department</b>	<b>Dept. No.</b>	<b>Contact</b>		<b>Phone</b>	<b>Fax</b>		
STATE TRIAL COURTS	28	Kati Guenther		880-2558			
<b>Grant Name:</b>		Courtroom Security Grant 24					
<b>Grantor:</b>		TENNESSEE ADMINISTRATIVE OFFICE OF THE COURTS		<b>Other:</b>			
<b>Grant Period From:</b>		07/01/23	<b>(applications only) Anticipated Application Date:</b>				
<b>Grant Period To:</b>		06/30/24	<b>(applications only) Application Deadline:</b>				
<b>Funding Type:</b>		STATE	<b>Multi-Department Grant</b>		<input type="checkbox"/> <b>If yes, list below.</b>		
<b>Pass-Thru:</b>			<b>Outside Consultant Project:</b>		<input type="checkbox"/>		
<b>Award Type:</b>		COMPETITIVE	<b>Total Award:</b>		\$111,200.00		
<b>Status:</b>		NEW	<b>Metro Cash Match:</b>		\$0.00		
<b>Metro Category:</b>		New Initiative	<b>Metro In-Kind Match:</b>		\$0.00		
<b>CFDA #</b>			<b>Is Council approval required?</b>		<input type="checkbox"/>		
<b>Project Description:</b>		Applic. Submitted Electronically? <input type="checkbox"/>					
Grant for funds to improve on the security in the Historic Courthouse and JAAB Building primarily through the addition of security cameras and securing the executive/judicial parking in the HCH parking garage.							
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>							
The grant will be used to purchase security equipment and should not result in an increase in recurring expenditures.							
<b>How is Match Determined?</b>							
<b>Fixed Amount of \$</b>		\$0.00	or	0.0%	<b>% of Grant</b>		<b>Other:</b> <input type="checkbox"/>
<b>Explanation for "Other" means of determining match:</b>							
<b>For this Metro FY, how much of the required local Metro cash match:</b>							
<b>Is already in department budget?</b>		no match		<b>Fund</b>	<b>Business Unit</b>		
<b>Is not budgeted?</b>				<b>Proposed Source of Match:</b>		no match	
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>							
<b>Other:</b>							
<b>Number of FTEs the grant will fund:</b>		0.00		<b>Actual number of positions added:</b>		0.00	
<b>Departmental Indirect Cost Rate</b>		23.10%		<b>Indirect Cost of Grant to Metro:</b>		\$25,687.20	
<b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No		<b>% Allow.</b>		<b>Ind. Cost Requested from Grantor:</b>		\$0.00	
		0.00%				<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	FY24	\$0.00	\$111,200.00	\$0.00	\$0.00		\$0.00	\$111,200.00	\$25,687.20	\$0.00
Yr 2	FY__									
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
<b>Total</b>		<b>\$0.00</b>	<b>\$111,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$111,200.00</b>	<b>\$25,687.20</b>	<b>\$0.00</b>
<b>Date Awarded:</b>				12/06/23	<b>Tot. Awarded:</b>		\$111,200.00	<b>Contract#:</b>		LETTER
<b>(or) Date Denied:</b>					<b>Reason:</b>					
<b>(or) Date Withdrawn:</b>					<b>Reason:</b>					

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





# Supreme Court of Tennessee

Administrative Office of the Courts  
Nashville City Center, Suite 600  
511 Union Street  
Nashville, Tennessee 37219  
615 / 741-2687 or 800 / 448-7970  
FAX 615 / 741-6285

MICHELLE J. LONG  
Director

RACHEL HARMON  
Deputy Director

December 6, 2023

Bart Pickett

Dear Mr. Pickett:

Congratulations and thank you for applying for a grant from the Administrative Office of the Courts (AOC) Court Security Grant Program in 2023. This grant program is possible because of a \$4 million allocation from the Tennessee General Assembly. This initiative is a great example of all three branches of government collaborating to enhance the safety of Tennessee courthouses for you and for all who use them each day.

This grant program was competitive. The AOC received over \$7.5 million in grant requests from over 60 Tennessee counties. While there were many deserving projects, we cannot fund every request. The first priority of the grant program is to bring every Tennessee county up to the 1990s and 2018 Minimum Courthouse Security Standards.

We are pleased to inform you that **Davidson County** will receive funds for the following:

Item	Amount Requested	Total Approved
Secure chain link fencing to prevent the general public from accessing the judicial parking area in the HCH parking garage	\$7,300	\$7,300
Additional security cameras	\$100,000	\$100,000
Gun safes	\$400	\$400

Emergency contact system	\$3,500	\$3,500
		\$111,200

We truly hope that the above purchases will provide greater security for the judges, staff, and citizens who use your courthouse facilities.

Please note that only the items or projects listed above can be purchased under this grant. Funds can be moved around between projects, but the total request for reimbursement cannot be more than the total approved. For example, if you were approved \$5,000 for project/item one and \$5,000 for project/item two, you could spend \$6,000 on project/item one and \$4,000 on project/item two.

This grant has been designated as a reimbursement grant. Therefore, the county must first purchase the security equipment, and then provide the AOC with a receipt and any other supporting documentation.

Final receipts can be submitted to Dalton Hensley, AOC Fiscal Services Director, at [AccountsPayable@tncourts.gov](mailto:AccountsPayable@tncourts.gov) by June 7, 2024. Please include a cover letter that includes the remittance address for reimbursement.

To reiterate the process, please find below a checklist and dates:

- Make your purchases, keeping in mind the maximum grant amount.
- Submit your receipts, with cover letter, to Dalton Hensley at the AOC by June 7, 2024.

If you have questions on the process, please let me know as soon as possible. We look forward to working with you on your grant!

Thank you again for applying for this year's court security grant. It is our pleasure to provide funding for these important security measures.


Barbara Peck  
 Director of Communications & Judicial Resources  
 Administrative Office of the Courts

**SIGNATURE PAGE  
FOR  
GRANT NO. Courtroom Security Grant 2023-2024**

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

**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
J. Bart Pickett, Trial Court Administrator  
State Trial Courts

  
\_\_\_\_\_  
Date

**APPROVED AS TO AVAILABILITY  
OF FUNDS:**

  
\_\_\_\_\_  
Kevin Crumley  
Director of Finance  
Department of Finance

1/2/2024 | 2:09 PM CST  
\_\_\_\_\_

Date

**APPROVED AS TO RISK AND INSURANCE:**

  
\_\_\_\_\_  
Lora Fox  
Director of Insurance

1/2/2024 | 6:12 PM PST  
\_\_\_\_\_

Date

**APPROVED AS TO FORM AND  
LEGALITY:**

  
\_\_\_\_\_  
Courtney Melan  
Metropolitan Attorney

1/2/2024 | 2:43 PM CST  
\_\_\_\_\_

Date

**FILED:**

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

\_\_\_\_\_  
Date

**Certificate Of Completion**

Envelope Id: B944F839908A42D49C9371B809C7BE40	Status: Completed
Subject: Complete with DocuSign: STC-Court Security Grant 24 Ready.pdf	
Source Envelope:	
Document Pages: 7	Signatures: 6
Certificate Pages: 15	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Juanita Paulson
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	Juanita.Paulsen@nashville.gov
	IP Address: 170.190.198.185

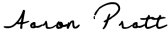
**Record Tracking**

Status: Original	Holder: Juanita Paulson	Location: DocuSign
1/2/2024 12:26:16 PM	Juanita.Paulsen@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign


**Signer Events**

Signer Events	Signature	Timestamp
Ernest Franklin		Sent: 1/2/2024 12:31:12 PM
Ernest.Franklin@nashville.gov		Viewed: 1/2/2024 1:15:49 PM
Security Level: Email, Account Authentication (None)		Signed: 1/2/2024 1:16:09 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

**Electronic Record and Signature Disclosure:**  
 Accepted: 1/2/2024 1:15:49 PM  
 ID: 60c245ab-b815-4c8f-acd5-342da32896ab

Aaron Pratt		Sent: 1/2/2024 1:16:10 PM
Aaron.Pratt@nashville.gov		Viewed: 1/2/2024 1:16:58 PM
Security Level: Email, Account Authentication (None)		Signed: 1/2/2024 1:17:13 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

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

Kevin Crumbo/mjw		Sent: 1/2/2024 1:17:15 PM
MaryJo.Wiggins@nashville.gov		Viewed: 1/2/2024 2:07:02 PM
Security Level: Email, Account Authentication (None)		Signed: 1/2/2024 2:09:42 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.100	

**Electronic Record and Signature Disclosure:**  
 Accepted: 1/2/2024 2:07:02 PM  
 ID: 75d0f367-6b87-414f-8358-96b9284af9f4

Courtney Mohan		Sent: 1/2/2024 2:09:44 PM
Courtney.Mohan@nashville.gov		Viewed: 1/2/2024 2:35:25 PM
Security Level: Email, Account Authentication (None)		Signed: 1/2/2024 2:43:08 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.144	

**Electronic Record and Signature Disclosure:**

Signer Events	Signature	Timestamp
---------------	-----------	-----------

Accepted: 1/2/2024 2:35:25 PM  
ID: 52872a92-750a-48dd-bfdf-42d58b954e59

Lora Fox  
lora.fox@nashville.gov  
Security Level: Email, Account Authentication (None)

*Lora Fox*

Sent: 1/2/2024 2:43:10 PM  
Viewed: 1/2/2024 8:11:45 PM  
Signed: 1/2/2024 8:12:59 PM

Signature Adoption: Pre-selected Style  
Using IP Address: 170.190.198.185

**Electronic Record and Signature Disclosure:**

Accepted: 1/2/2024 8:11:45 PM  
ID: e5eaf778-ce54-46d5-ac43-542ba0d60b5b

In Person Signer Events	Signature	Timestamp
-------------------------	-----------	-----------

Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Agent Delivery Events	Status	Timestamp
-----------------------	--------	-----------

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Danielle Godin  
Danielle.Godin@nashville.gov  
Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 1/2/2024 8:13:00 PM  
Viewed: 1/3/2024 10:40:39 AM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Sally Palmer  
sally.palmer@nashville.gov  
Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 1/2/2024 8:13:01 PM  
Viewed: 1/3/2024 8:26:20 AM

**Electronic Record and Signature Disclosure:**

Accepted: 1/3/2024 8:34:49 AM  
ID: 421703f2-0413-471b-95ee-cca6f21e0444

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	1/2/2024 12:31:12 PM
Certified Delivered	Security Checked	1/2/2024 8:11:45 PM
Signing Complete	Security Checked	1/2/2024 8:12:59 PM
Completed	Security Checked	1/2/2024 8:13:01 PM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--