
GRANT SUMMARY SHEET

Grant Name: Child Support Enforcement Title IV-D 23 Amend 2

Department: JUVENILE COURT

Grantor: U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES

**Pass-Through Grantor
(If applicable):** TENN. DEPT. OF HUMAN SVCES.

Total Award this Action: \$1,054,614.00

Cash Match Amount \$543,286.00

Department Contact: Catherine Middlebrooks
862-8063

Status: AMENDMENT

Program Description:

The Child Support Enforcement Grant funds Juvenile Court positions and related expenses are necessary to establish and enforce federal and state-mandated child support program guidelines concerning children born out of wedlock. Amend 2 to extend contract period from 06/24/24 to 06/30/25 and amends Section B2. Renewal Options and language in Section C updated. The amendment 2 also adds an additional \$1,054,614.00 for a new total of \$3,084,082.04. Amend. 2 increased the match amount by \$543,286.

Plan for continuation of services upon grant expiration:

No planned or known expiration to this federal funding origin grant. This grant is currently in approximately its 25th consecutive year of funding. This service will not be continued if federal funding ends.

Grants Tracking Form

Part One

Pre-Application <input type="radio"/> Application <input type="radio"/> Award Acceptance <input type="radio"/> Contract Amendment <input checked="" type="radio"/>				
Department	Dept. No.	Contact	Phone	Fax
JUVENILE COURT	26,00	Catherine Middlebrooks	862-8063	
Grant Name: Child Support Enforcement Title IV-D 23 Amend 2				
Grantor: U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Other:				
Grant Period From: 07/01/22		<small>(applications only) Anticipated Application Date:</small>		
Grant Period To: 06/30/25		<small>(applications only) Application Deadline:</small>		
Funding Type:	FED PASS THRU	Multi-Department Grant <input type="checkbox"/> If yes, list below.		
Pass-Thru:	TENN. DEPT. OF HUMAN SVCS.	Outside Consultant Project: <input type="checkbox"/>		
Award Type:	FORMULA	Total Award: \$1,054,614.00		
Status:	AMENDMENT	Metro Cash Match: \$543,286.00		
Metro Category:	Est. Prior.	Metro In-Kind Match: \$0.00		
CFDA #	93 563	Is Council approval required? <input checked="" type="checkbox"/>		
Project Description:		Applic. Submitted Electronically? <input checked="" type="checkbox"/>		
The Child Support Enforcement Grant funds Juvenile Court positions and related expenses are necessary to establish and enforce federal and state-mandated child support program guidelines concerning children born out of wedlock. Amend 2 to extend contract for a period from 06/24/24 to 06/30/25, Section B2. Renewal Options and language in Section C updated. The amendment 2 also adds an additional \$1,054,614.00 for a new total of \$3,084,082.04. Amend. 2 increased the match amount by \$543,286.				
Plan for continuation of service after expiration of grant/Budgetary Impact:				
No planned or known expiration to this federal funding origin grant. This grant is currently in approximately its 25th consecutive year of funding. This service will not be continued if federal funding ends.				
How is Match Determined?				
Fixed Amount of \$		or	34.0%	% of Grant
				Other: <input type="checkbox"/>
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?		\$543,286.00	Fund	10101
Is not budgeted?		\$0.00	Business Unit	26111410
			Proposed Source of Match: Juvenile Case Support Key	
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)				
Other:				
Number of FTEs the grant will fund:		15.00	Actual number of positions added:	
Departmental Indirect Cost Rate		22.40%	Indirect Cost of Grant to Metro: \$1,046,723.55	
*Indirect Costs allowed? <input checked="" type="radio"/> Yes <input type="radio"/> No		% Allow. 3.48%	Ind. Cost Requested from Grantor: \$424,879.00 in budget	
<small>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</small>				
Draw down allowable? <input type="checkbox"/>				
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	FY23	\$974,868.04			\$502,204.96	10101, 26111410	\$0.00	\$1,477,073.00	\$354,054.40	\$134,279.00
Yr 2	FY24	\$1,054,600.00			\$543,300.00	10101, 26111410	\$0.00	\$1,597,900.00	\$357,889.83	\$145,300.00
Yr 3	FY25	\$1,054,614.00			\$543,286.00	10101, 26111410	\$0.00	\$1,597,900.00	\$357,889.83	\$145,300.00
Yr 4	FY__									
Yr 5	FY__									
Total		\$3,084,082.04			\$1,588,790.96		\$0.00	\$4,672,873.00	\$1,069,834.06	\$424,879.00
Date Awarded:			03/05/24	Tot. Awarded:		\$1,054,614.00	Contract#:		73898	
(or) Date Denied:				Reason:						
(or) Date Withdrawn:				Reason:						

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

VW

**AMENDMENT TWO
OF CONTRACT 73898**

This Amendment is made and entered by and between the State of Tennessee, Department of Human Services, hereinafter referred to as the "State" and Davidson County Juvenile Court, hereinafter referred to as the "Contractor." For good and valuable consideration, the sufficiency of which is hereby acknowledged, it is mutually understood and agreed by and between said, undersigned contracting parties that the subject contract is hereby amended as follows:

1. Contract Section B.1. is deleted in its entirety and replaced with the following:
 - B.1. This Contract shall be effective for the period beginning on July 1, 2022 ("Effective Date") and ending on June 30, 2025, ("Term"). The State shall have no obligation for goods delivered or services provided by the Contractor prior to the Effective Date.
2. Contract Section B.2. is deleted in its entirety and replaced with the following:
 - B.2. Renewal Options. This Contract may be renewed upon satisfactory completion of the Term. The State reserves the right to execute up to two (2) renewal options under the same terms and conditions for a period not to exceed twelve (12) months each by the State, at the State's sole option. In no event, however, shall the maximum Term, including all renewals or extensions, exceed a total of sixty (60) months.
3. Contract Section C.1. is deleted in its entirety and replaced with the following:
 - C.1. Maximum Liability. In no event shall the maximum liability of the State under this Contract exceed three million eighty-four thousand eighty-two dollars and four cents (\$3,084,082.04). This amount shall constitute the entire compensation due the Contractor for all service and Contractor obligations hereunder regardless of the difficulty, hours worked, or materials or equipment required. The Contract Amount includes, but is not limited to, all applicable taxes, fees, overhead, profit, and all other direct and indirect costs incurred or to be incurred by the Contractor.
4. Contract Section C.3. is deleted in its entirety and replaced with the following:
 - C.3. The Contractor shall be reimbursed for actual, reasonable, and necessary costs based upon the Contract 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 Contract, the Contractor shall submit invoices prior to any reimbursement of allowable costs. The Contract Budget, attached and incorporated hereto as Attachments A, A-1 and A-2 shall constitute the maximum amount due the Contractor under this Contract. The Contract 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 Contractor that are allowable.
5. Contract Attachment A-2 attached hereto is added as a new Attachment.

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said 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).

Amendment Effective Date. The revisions set forth herein shall be effective July 1, 2024. All other terms and conditions of this Contract not expressly amended herein shall remain in full force and effect.

IN WITNESS WHEREOF,

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Sheila D. Calloway *March 5, 2024*

SHEILA D. J. CALLOWAY, JUVENILE COURT JUDGE **DATE**

APPROVED AS TO AVAILABILITY OF FUNDS:

"See Next Page"

DIRECTOR, DEPARTMENT OF FINANCE **DATE**

APPROVED AS TO RISK AND INSURANCE:

"See Next Page"

DIRECTOR OF INSURANCE **DATE**

ATTEST:

"See Next Page"

METROPOLITAN CLERK **DATE**

"See Next Page"

FREDDIE O'CONNELL, METROPOLITAN MAYOR **DATE**

**SIGNATURE PAGE
FOR
GRANT NO. Child Support Enforcement Title IV-D 23 Amend 2**

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

**METROPOLITAN GOVERNMENT OF
NASHVILLE AND DAVIDSON COUNTY**

"See Previous Page"

Juvenile Court Director

Date

APPROVED AS TO AVAILABILITY
OF FUNDS:

Kevin Crumboltz
Director of Finance
Department of Finance

5/3/2024 | 10:31 AM CDT
Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb
Director of Insurance

5/3/2024 | 2:33 PM CDT
Date

APPROVED AS TO FORM AND
LEGALITY:

Courtney Mohan
Metropolitan Attorney

5/3/2024 | 2:21 PM CDT
Date

Freddie O' Connell
Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

DEPARTMENT OF HUMAN SERVICES:

CLARENCE H. CARTER, COMMISSIONER

DATE

ATTACHMENT A-2

PAGE 1

GRANT BUDGET				
Davidson County Juvenile Court Clerk - Magistrates and Service of Process				
The grant budget line-item amounts below shall be applicable only to expenses incurred during the period beginning July 1, 2024, and ending June 30, 2025.				
	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
	Salaries ²	\$684,948.00	\$352,852.00	\$1,037,800.00
	Benefits & Taxes	\$239,712.00	\$123,488.00	\$363,200.00
	Professional Fees/Grant & Awards ²	\$0.00	\$0.00	\$0.00
	Supplies	\$3,960.00	\$2,040.00	\$6,000.00
	Telephone	\$6,336.00	\$3,264.00	\$9,600.00
	Postage & Shipping	\$0.00	\$0.00	\$0.00
	Occupancy	\$0.00	\$0.00	\$0.00
	Equipment Rental & Maintenance	\$14,256.00	\$7,344.00	\$21,600.00
	Printing & Publications	\$0.00	\$0.00	\$0.00
	Travel, Conferences & Meetings ²	\$4,884.00	\$2,516.00	\$7,400.00
	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	\$4,620.00	\$2,380.00	\$7,000.00
	Capital Purchase ²	\$0.00	\$0.00	\$0.00
	Indirect Cost (% and method)	\$95,898.00	\$49,402.00	\$145,300.00
	In-Kind Expense	\$0.00	\$0.00	\$0.00
	GRAND TOTAL	\$1,054,614.00	\$543,286.00	\$1,597,900.00

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-11/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 A-2

Page 2

GRANT BUDGET LINE-ITEM DETAIL:

SALARIES	AMOUNT
Administrative Assistant – Salary \$60,000/year X 100% FTE	\$60,000.00
Administrative Assistant – Salary \$53,000/year X 100% FTE	\$53,000.00
Administrative Assistant – Salary \$58,000/year X 100% FTE	\$58,000.00
Admin Services Manager – Salary \$99,000/year X 100% FTE	\$99,000.00
Administrative Services Officer 2 – Salary \$50,500/year X 100% FTE	\$50,500.00
Administrative Services Officer 2 – Salary \$50,000/year X 100% FTE	\$50,000.00
Juvenile Court Magistrate 1 – Salary \$115,000/year X 88% FTE	\$101,200.00
Juvenile Court Magistrate 2 – Salary \$157,000/year X 88% FTE	\$138,200.00
Juvenile Court Magistrate 2 – Salary \$162,400/year X 88% FTE	\$142,900.00
Warrant Officer 1 – Salary \$47,000/year X 100% FTE	\$47,000.00
Warrant Officer 2 – Salary \$55,000/year X 100% FTE	\$55,000.00
Warrant Officer 2 – Salary \$60,000/year X 100% FTE	\$60,000.00
Warrant Officer 2 – Salary \$68,000/year X 100% FTE	\$58,000.00
Warrant Officer 2 – Salary \$65,000/year X 100% FTE	\$65,000.00
TOTAL	\$1,037,800.00

TRAVEL/CONFERENCES & MEETINGS	AMOUNT
Conference attendance for staff	\$6,000.00
In-state mileage reimbursement	\$1,400.00
TOTAL	\$7,400.00
OTHER NON-PERSONNEL	AMOUNT
User Fees for Accurint for Government - People & Asset Locator Database by LexisNexis	\$4,500.00
Interpretation Services	\$1,500.00
Background checks, fingerprinting	\$1,000.00
TOTAL	\$7,000.00


Certificate Of Completion

Envelope Id: 687682FC091649C7BA420066EE48616D	Status: Completed
Subject: Complete with DocuSign: JuvenileCourt-ChildSupportEnforcementTitleIV-D23 A2 Council Mtg. 05/21/24	
Source Envelope:	
Document Pages: 10	Signatures: 6
Certificate Pages: 15	Initials: 1
AutoNav: Enabled	Envelope Originator:
EnvelopeId Stamping: Enabled	Vaughn Wislon
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	Vaughn.wilson@nashville.gov
	IP Address: 170.190.198.185

Record Tracking


Status: Original	Holder: Vaughn Wislon	Location: DocuSign
5/1/2024 3:48:07 PM	Vaughn.wilson@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
Amanda Brown		Sent: 5/1/2024 3:53:02 PM
amanda.brown@nashville.gov		Viewed: 5/3/2024 7:07:16 AM
Security Level: Email, Account Authentication (None)		Signed: 5/3/2024 7:07:24 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	


Electronic Record and Signature Disclosure:

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ID: 354453aa-50fa-4247-af27-571d2a8b41f9

Aaron Pratt		Sent: 5/3/2024 7:07:27 AM
aaron.pratt@nashville.gov		Viewed: 5/3/2024 7:44:45 AM
Security Level: Email, Account Authentication (None)		Signed: 5/3/2024 7:44:50 AM
	Signature Adoption: Pre-selected Style	
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Electronic Record and Signature Disclosure:

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Kevin Crumbo/mjw		Sent: 5/3/2024 7:44:53 AM
maryjo.wiggins@nashville.gov		Viewed: 5/3/2024 10:30:03 AM
Security Level: Email, Account Authentication (None)		Signed: 5/3/2024 10:31:13 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 174.212.166.154	
	Signed using mobile	

Electronic Record and Signature Disclosure:

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Courtney Mohan		Sent: 5/3/2024 10:31:15 AM
courtney.mohan@nashville.gov		Viewed: 5/3/2024 2:13:43 PM
Security Level: Email, Account Authentication (None)		Signed: 5/3/2024 2:21:16 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

Signer Events	Signature	Timestamp
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Electronic Record and Signature Disclosure:
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Balogun Cobb
balogun.cobb@nashville.gov
Security Level: Email, Account Authentication (None)

Balogun Cobb

Sent: 5/3/2024 2:21:18 PM
Viewed: 5/3/2024 2:33:15 PM
Signed: 5/3/2024 2:33:37 PM

Signature Adoption: Pre-selected Style
Using IP Address: 99.83.28.155
Signed using mobile

Electronic Record and Signature Disclosure:
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Danielle Godin
danielle.godin@nashville.gov
Security Level: Email, Account Authentication (None)

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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

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

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Electronic Record and Signature Disclosure:
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	5/3/2024 2:33:15 PM
Signing Complete	Security Checked	5/3/2024 2:33:37 PM
Completed	Security Checked	5/3/2024 2:33:40 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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