

**Grant contract between the Metropolitan Government of Nashville and Davidson County and ASMT, Inc (DBA Autism Tennessee), Contract # \_\_\_\_\_**

**GRANT CONTRACT  
BETWEEN  
THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY  
AND  
ASMT, INC (DBA AUTISM TENNESSEE)**

This Grant Contract issued and entered into pursuant to Resolution RS2023 \_\_\_\_\_, by and between the Metropolitan Government of Nashville and Davidson County ("Metro"), and ASMT, Inc (DBA Autism Tennessee) ("Recipient" or "AutismTN"), is for the provision of South Nashville Community Safety programs, as further defined in the "SCOPE OF PROGRAM". Additional documents including Recipient's Review of Financial Statements are incorporated herein by reference as attachments A-F.

**A. SCOPE OF PROGRAM:**

A.1. The Recipient will use the grant funds as follows:

Recipient will assist the Metro Nashville Mayor's Office in implementing a program focusing on programs that provide peer support and therapy and engaging and supporting youth.

**Objectives:**

1. Program Expansion: Increase the reach and impact of AutismTN's teen and adult programs in south Nashville.
2. Engaging Activities and Education: Enhance the program agenda by adding diverse group activities and educational events for Autistic individuals.
3. Program Management: Ensure effective daily management of the programs, including coordination of events, volunteer oversight, participant support, and social media monitoring.

**Deliverables:**

1. Expanded Program Reach: Engage a minimum of 2,640 Autistic youth and 5,280 Autistic adults annually in south Nashville through AutismTN's programs.
2. Diverse and Engaging Activities: Organize and deliver a variety of activities, such as hiking, gardening, yoga, art, and nature classes, to foster engagement and learning among program participants.
3. Supportive Community Environment: Establish a safe and inclusive community where Autistic teens and adults feel supported, connected, and valued.
4. Program Management and Support: Effectively manage the daily operations of the programs, including maintaining participant information, coordinating volunteers, and maintaining a positive online presence through social media.

A.2. The Recipient must spend these funds consistent with the Grant Spending Plan, attached and incorporated herein as Attachments A and B. The Recipient must collect data to evaluate the effectiveness of their services and must provide those results to Metro upon request.

A.3. The Recipient will only utilize these funds for services the Recipient provides to documented residents of Davidson County. Documentation of residency may be established with a recent utility bill; voter's registration card; driver's license or other government issued-ID; current record from a school showing address; affidavit by landlord; or affidavit by a nonprofit treatment, shelter, half-way house, or homeless assistance entity located within Davidson County. Recipient agrees that it will not use Metro funding for services to non-Davidson County residents.

A.4. Additionally, the Recipient must collect data on the primary county of residence of the clients it serves and provide that data to Metro upon request.

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**B. GRANT CONTRACT TERM:**

B.1. **Grant Contract Term.** The term of this Grant will commence on August 1, 2023, and end on July 31, 2024. Metro will have no obligation for services rendered by the Recipient that are not performed within this term.

**C. PAYMENT TERMS AND CONDITIONS:**

C.1. **Maximum Liability.** In no event will Metro's maximum liability under this Grant Contract exceed thirty-two thousand two hundred ninety-three dollars (\$32,293). The Grant Spending Plan will constitute the maximum amount to be provided to the Recipient by Metro for all of the Recipient's obligations hereunder. The Grant Spending Plan 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 Recipient.

Subject to modification and amendments as provided in section D.2 of this agreement, this amount will constitute the Grant Amount and the entire compensation to be provided to the Recipient by Metro.

C.2. **Payment Methodology.** The Recipient will only be compensated for actual costs based upon the Grant Spending Plan, not to exceed the maximum liability established in Section C.1.

Recipient may invoice for \$10,000 upon approval of the Grant Contract.

Recipient may invoice monthly for up to \$2,024.42.

Receipts must be made available for all claimed expenses.

Recipient must send all invoices to **Metro Payment Services, PO Box 196301, Nashville TN 37219-6301.**

Final invoices for the contract period should be received by Metro Payment Services by August 15, 2024. Any invoice not received by the deadline date will not be processed and all remaining grant funds will expire.

C.3. **Annual Expenditure Report.** The Recipient must submit a final grant Annual Expenditure Report, to be received by Mayor's Office of Community Safety, within 45 days of the end of the Grant Contract. Said report must be in form and substance acceptable to Metro and must be prepared by a Certified Public Accounting Firm or the Chief Financial Officer of the Recipient Organization.

C.4. **Payment of Invoice.** The payment of any invoice by Metro will not prejudice Metro's right to object to the invoice or any other related matter. Any payment by Metro will neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs included therein.

C.5. **Unallowable Costs.** The Recipient's invoice may be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by Metro, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute

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unallowable costs. Utilization of Metro funding for services to non-Davidson County residents is not allowed.

- C.6. **Deductions.** Metro reserves the right to adjust any amounts which are or become due and payable to the Recipient by Metro under this or any Contract by deducting any amounts which are or become due and payable to Metro by the Recipient under this or any Contract.
- C.7. **Travel Compensation.** Payment to the Recipient for travel, meals, or lodging is subject to amounts and limitations specified in Metro's Travel Regulations and subject to the Grant Spending Plan.
- C.8. **Electronic Payment.** Metro requires as a condition of this contract that the Recipient have on file with Metro a completed and signed "ACH Form for Electronic Payment". If Recipient has not previously submitted the form to Metro or if Recipient's information has changed, Recipient will have thirty (30) days to complete, sign, and return the form. Thereafter, all payments to the Recipient, under this or any other contract the Recipient has with Metro, must be made electronically.
- C.9. **Grant Subject to Availability of Funds.** This Grant Contract is subject to the availability of funds. In the event that funds are unavailable, Metro reserves the right to terminate this Grant Contract upon provision of written notice to Recipient. Metro's right to terminate this Grant Contract due to lack of funds is not a breach of this Grant Contract by Metro. Upon provision of written notice to Recipient, Recipient shall cease all work associated with this Grant Contract. Recipient shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date.
- D. **STANDARD TERMS AND CONDITIONS:**
  - D.1. **Required Approvals.** Metro is not bound by this Grant Contract until it is approved by the appropriate Metro representatives as indicated on the signature page of this Grant.
  - D.2. **Modification and Amendment.** This Grant Contract may be modified only by a written amendment that has been approved in accordance with all Metro procedures and by appropriate legislation of the Metropolitan Council.
  - D.3. **Termination for Cause.** Metro shall have the right to terminate this Grant Contract immediately if Metro determines that Recipient, its employees or principals have engaged in conduct or violated any federal, state or local laws which affect the ability of Recipient to effectively provide services under this Grant Contract. Should the Recipient fail to properly perform its obligations under this Grant Contract or if the Recipient violates any terms of this Grant Contract, Metro will have the right to immediately terminate the Grant Contract and the Recipient must return to Metro any and all grant monies for services or programs under the grant not performed as of the termination date. The Recipient must also return to Metro any and all funds expended for purposes contrary to the terms of the Grant. Such termination will not relieve the Recipient of any liability to Metro for damages sustained by virtue of any breach by the Recipient.
  - D.4. **Subcontracting.** The Recipient may 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 Metro. Notwithstanding any use of approved subcontractors, the Recipient will be considered the prime Recipient and will be responsible for all work performed.

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- D.5. **Conflicts of Interest.** The Recipient warrants that no part of the total Grant Amount will be paid directly or indirectly to an employee or official of Metro as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Recipient in connection with any work contemplated or performed relative to this Grant Contract.
- D.6. **Nondiscrimination.** The Recipient hereby agrees, warrants, and assures that no person will 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 Recipient on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification which is in violation of applicable laws. The Recipient must, upon request, show proof of such nondiscrimination and must post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.7. **Records.** The Recipient must maintain documentation for all charges to Metro under this Grant Contract. The books, records, and documents of the Recipient, insofar as they relate to work performed or money received under this Grant Contract, must be maintained for a period of three (3) full years from the date of the final payment or until the Recipient engages a licensed independent public accountant to perform an audit of its activities. The books, records, and documents of the Recipient insofar as they relate to work performed or money received under this Grant Contract are subject to audit at any reasonable time and upon reasonable notice by Metro or its duly appointed representatives. Records must be maintained in accordance with the standards outlined in the Metro Grants Manual. The financial statements must be prepared in accordance with generally accepted accounting principles.
- D.8. **Monitoring.** The Recipient's activities conducted and records maintained pursuant to this Grant Contract are subject to monitoring and evaluation by The Metropolitan Office of Financial Accountability or Metro's duly appointed representatives. The Recipient must make all audit, accounting, or financial records, notes, and other documents pertinent to this grant available for review by the Metropolitan Office of Financial Accountability, Internal Audit or Metro's representatives, upon request, during normal working hours.
- D.9. **Reporting.** The Recipient must submit an Interim Program Report, to be received Mayor's Office of Community Safety, by no later than February 17, 2024, and a Final Program Report, to be received by Mayor's Office of Community Safety, within 45 [forty-five] days of the end of the Grant Contract. Said reports shall detail the outcome of the activities funded under this Grant Contract.
- D.10. **Strict Performance.** Failure by Metro to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement is not a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract is considered to be waived, modified, or deleted except by a written amendment by the appropriate parties as indicated on the signature page of this Grant.
- D.11. **Insurance.** The Recipient agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all applicable taxes incident to this Grant Contract.
- D.12. **Metro Liability.** Metro will have no liability except as specifically provided in this Grant Contract.
- D. 13. **Independent Contractor.** Nothing herein will in any way be construed or intended to create a partnership or joint venture between the Recipient and Metro or to create the relationship of principal and agent between or among the Recipient and Metro. The Recipient must not hold itself out in a manner contrary to the terms of this paragraph. Metro will not become liable for any representation, act, or omission of any other party contrary to the terms of this paragraph.

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**D. 14. Indemnification and Hold Harmless.**

(a) Recipient agrees to indemnify, defend, and hold harmless Metro, its officers, agents and employees from any claims, damages, penalties, costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Recipient, its officers, employees and/or agents, including its sub or independent contractors, in connection with the performance of the contract, and any claims, damages, penalties, costs and attorney fees arising from any failure of Recipient, its officers, employees and/or agents, including its sub or independent contractors, to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.

(b) Metro will not indemnify, defend or hold harmless in any fashion the Recipient from any claims, regardless of any language in any attachment or other document that the Recipient may provide.

(c) Recipient will pay Metro any expenses incurred as a result of Recipient's failure to fulfill any obligation in a professional and timely manner under this Contract.

(d) Recipient's duties under this section will survive the termination or expiration of the grant.

D.15. **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 as provided 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 breach under this Grant Contract. 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. Recipient will promptly notify Metro within forty-eight (48) hours of any delay caused by a Force Majeure Event and will describe in reasonable detail the nature of the Force Majeure Event.

D.16. **State, Local and Federal Compliance.** The Recipient agrees to comply with all applicable federal, state and local laws and regulations in the performance of this Grant Contract. Metro shall have the right to terminate this Grant Contract at any time for failure of Recipient to comply with applicable federal, state or local laws in connection with the performance of services under this Grant Contract.

D.17. **Governing Law and Venue.** The validity, construction and effect of this Grant Contract and any and all extensions and/or modifications thereof will be governed by and construed in accordance with the laws of the State of Tennessee. The venue for legal action concerning this Grant Contract will be in the courts of Davidson County, Tennessee.

D.18. **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 of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.19. **Headings.** Section headings are for reference purposes only and will not be construed as part of this Grant Contract.

D.20. **Metro Interest in Equipment.** The Recipient will take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided

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under this Grant Contract, subject to Metro's equitable interest therein, to the extent of its *pro rata* share, based upon Metro's contribution to the purchase price. "Equipment" is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds \$5,000.00.

The Recipient agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at any time during the term of the Grant Contract, the Recipient must request written approval from Metro for any proposed disposition of equipment purchased with Grant funds. All equipment must be disposed of in such a manner as parties may agree as appropriate and in accordance with any applicable federal, state or local laws or regulations.

- D. 21. **Assignment—Consent Required.** The provisions of this contract will inure to the benefit of and will be binding upon the respective successors and assignees of the parties hereto. Except for the rights of money due to Recipient under this contract, neither this contract nor any of the rights and obligations of Recipient hereunder may be assigned or transferred in whole or in part without the prior written consent of Metro. Any such assignment or transfer will not release Recipient from its obligations hereunder. Notice of assignment of any rights to money due to Recipient under this Contract must be sent to the attention of the Metro Department of Finance.
- D.22. **Gratuities and Kickbacks.** It will be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparations of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore. It will be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from participation in Metropolitan Government contracts.
- D.23. **Communications and Contacts.** All instructions, notices, consents, demands, or other communications from the Recipient required or contemplated by this Grant Contract must be in writing and must be made by facsimile transmission, or by first class mail, addressed to the respective party at the appropriate facsimile number or address as set forth below or to such other party, facsimile number, or address as may be hereafter specified by written notice.

Metro

For contract-related matters:  
Mayor's Office of Community Safety  
1 Public Square,  
Nashville, TN 37201  
(615) 492-1932

For enquiries regarding invoices:  
Mayor's Office of Community Safety  
1 Public Square,  
Nashville, TN 37201  
(615) 492-1932

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Recipient

Jessica Moore, Executive Director  
ASMT, Inc (DBA Autism Tennessee)  
955 Woodland St  
Nashville, TN 37206  
(615) 270-2077

**D.24. Lobbying.** The Recipient 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 Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, 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, and 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 grant, loan, or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- c. The Recipient will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subcontractors of federally appropriated funds shall certify and disclose accordingly.

**D.25. Certification Regarding Debarment and Convictions.**

- a. Recipient certifies that Recipient, and its current and future principals:
  - i. are not presently debarred, suspended, or proposed for debarment from participation in any federal or state grant program;
  - ii. have not within a three (3) year period preceding this Grant Contract been convicted of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) grant;
  - iii. have not within a three (3) year period preceding this Grant Contract been convicted of embezzlement, obstruction of justice, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and
  - iv. are not presently indicted or otherwise criminally charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in sections D.25(a)(ii) and D.25(a)(iii) of this certification.
- b. Recipient shall provide immediate written notice to Metro if at any time Recipient learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals fall under any of the prohibitions of Section D.25(a).

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D.26. **Effective Date.** This contract will not be binding upon the parties until it has been signed first by the Recipient and then by the authorized representatives of the Metropolitan Government and has been filed in the office of the Metropolitan Clerk. When it has been so signed and filed, this contract will be effective as of the date first written above.

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**THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:**

**RECIPIENT: ASMT, INC (DBA AUTISM TENNESSEE)**

APPROVED AS TO AVAILABILITY OF FUNDS:

DocuSigned by:  
By: Jessica Moore  
A04598B3CD2D48D...

Title: Jessica Moore, Executive Director

Date: 7/19/2023

Kelly Flannery  
Director of Finance

APPROVED AS TO RISK AND INSURANCE:

Balaguer Cobb  
Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan  
Metropolitan Attorney

FILED IN THE OFFICE OF THE CLERK:

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

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**TABLE OF CONTENTS OF ATTACHMENTS**

- A. Grant Spending Plan
- B. Spending Plan Addendum
- C. Internal Revenue Service 501(c)(3) Tax-Exempt Organization Documentation
- D. Tennessee Secretary of State Nonprofit Confirmation
- E. Review of financial statements by an independent CPA
- F. Non-profit Grants Manual Receipt Acknowledgment

## Grant Spending Plan

<b>RECIPIENT NAME:</b>	ASMT, Inc (DBA Autism Tennessee)
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<b>THE FOLLOWING IS APPLICABLE TO EXPENSES PLANNED TO BE INCURRED DURING THE CONTRACT GRANT PERIOD: August 1, 2023 – July 31, 2024</b>				
	<b>EXPENSE OBJECT LINE-ITEM CATEGORY</b>	<b>METRO GRANT FUNDS</b>	<b>RECIPIENT MATCH (participation)</b>	<b>TOTAL PROJECT</b>
	Salaries and Wages	\$9,861		\$9,861
	Benefits and Taxes (%)	\$0		\$0
	Professional Fees	\$2,500		\$2,500
	Supplies	\$		\$
	Communications	\$1,220		\$1,220
	Postage and Shipping	\$0		\$0
	Occupancy	\$7,567		\$7,567
	Equipment Rental and Maintenance	\$0		\$0
	Printing and Publications	\$2,250		\$2,250
	Travel/ Conferences and Meetings	\$1,000		\$1,000
	Insurance	\$0		\$0
	Specific Assistance to Individuals	\$9,895		\$9,895
	Other Non-Personnel	\$0		\$0
	<b>GRAND TOTAL</b>	\$34,293		\$34,293

## **Spending Plan Addendum**

ASMT, Inc. (DBA Autism Tennessee) provided a spending plan that includes:

\$9,861 for staff compensation to expand programs into South Nashville;

\$2,500 in professional fees for guest speakers to educate program participants on various topics;

\$1,220 for communications including a percentage of licensing fees (i.e. zoom, website costs);

\$7,567 for occupancy covering the cost of the space rental of the facility where most programs meet plus a percentage of the office rental fee;

\$2,250 for printing and publications to market programs;

\$1,000 for travel conferences and meetings that cover costs for staff members to receive continuing education based around the population of the program; and

\$9,895 for specific assistance to individuals for program members who cannot afford to participate in planned activities that promote bonding and support.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 08 2011

ASMT INC  
955 WOODLAND ST  
NASHVILLE, TN 37206

Employer Identification Number:  
27-1003749  
DLN:  
400363166  
Contact Person:  
NANCY L HEAGNEY ID# 31306  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
June 24, 2008  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

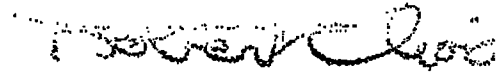
Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

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ASMT INC

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Choi". The signature is written in a cursive style with a horizontal line extending to the left.

Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosure: Publication 4221-PC



**Tre Hargett**  
Secretary of State

**Division of Business Services**  
**Department of State**  
State of Tennessee  
312 Rosa L. Parks AVE, 6th FL  
Nashville, TN 37243-1102

## Filing Information

Name: ASMT, INC.

### General Information

SOS Control #	000579993	Formation Locale:	TENNESSEE
Filing Type:	Nonprofit Corporation - Domestic	Date Formed:	06/24/2008
	06/24/2008 11:11 AM	Fiscal Year Close	12
Status:	Active		
Duration Term:	Perpetual		
Public/Mutual Benefit:	Public		

Registered Agent Address  
JESSICA MOORE  
JESSICA MOORE  
955 WOODLAND ST  
NASHVILLE, TN 37206

Principal Address  
JESSICA MOORE  
955 WOODLAND ST  
NASHVILLE, TN 37206

The following document(s) was/were filed in this office on the date(s) indicated below:

Date Filed	Filing Description	Image #
06/26/2023	2022 Annual Report	B1418-1912
	Principal Address 1 Changed From: 2607 WINFORD AVE To: 955 WOODLAND ST	
	Principal Address 3 Changed From: No value To: JESSICA MOORE	
	Principal Postal Code Changed From: 37211-2162 To: 37206	
	Registered Agent Physical Address 1 Changed From: 2607 WINFORD AVE To: 955 WOODLAND ST	
	Registered Agent Physical Address 3 Changed From: No Value To: JESSICA MOORE	
	Registered Agent Physical Postal Code Changed From: 37211-2162 To: 37206	
06/02/2023	Notice of Determination	B1391-9063
03/22/2022	2021 Annual Report	B1185-1111
	Principal Address 1 Changed From: 955 WOODLAND ST To: 2607 WINFORD AVE	
	Principal Postal Code Changed From: 37206-3753 To: 37211-2162	
	Registered Agent First Name Changed From: BABS To: JESSICA	
	Registered Agent Last Name Changed From: TIERNO To: MOORE	
	Registered Agent Physical Address 1 Changed From: 955 WOODLAND ST To: 2607 WINFORD AVE	
	Registered Agent Physical Postal Code Changed From: 37206-3753 To: 37211-2162	
03/10/2021	2020 Annual Report	B0994-5209
09/28/2020	2019 Annual Report	B0926-7692
7/19/2023 10:45:50 AM		

## Filing Information

Name: ASMT, INC.

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08/01/2020	Notice of Determination	B0899-5528
03/25/2019	2018 Annual Report	B0676-1327
09/21/2018	Assumed Name Renewal	B0596-5367
Assumed Name Changed From: Autism Tennessee To: Autism Tennessee		
Expiration Date Changed From: 11/19/2018 To: 09/21/2023		
04/19/2018	2017 Annual Report	B0540-5968
04/04/2017	2016 Annual Report	B0376-5175
01/21/2016	2015 Annual Report	B0187-3238
Registered Agent First Name Changed From: AMANDA To: BABS		
Registered Agent Last Name Changed From: PELTZ To: TIERNO		
03/27/2015	2014 Annual Report	B0078-0788
03/29/2014	2013 Annual Report	A0229-0005
11/19/2013	Assumed Name	7256-3079
New Assumed Name Changed From: No Value To: Autism Tennessee		
03/15/2013	2012 Annual Report	A0162-1277
03/30/2012	2011 Annual Report	A0114-1120
Principal Address 1 Changed From: 955 WOODLAND STREET To: 955 WOODLAND ST		
Principal Postal Code Changed From: 37206 To: 37206-3753		
Principal County Changed From: No value To: DAVIDSON COUNTY		
03/21/2011	2010 Annual Report	A0062-1512
10/12/2010	Articles of Amendment	6781-1438
07/02/2010	2009 Annual Report	A0036-2476
06/03/2010	Notice of Determination	A0029-2539
04/02/2009	2008 Annual Report	6502-1818
06/24/2008	Initial Filing	6334-0884

Active Assumed Names (if any)

Autism Tennessee

Date	Expires
11/19/2013	09/21/2023





ASMT, INC  
(Autism Tennessee)

Financial Statements  
December 31, 2022

# ASMT, Inc. (Autism Tennessee)

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## **Independent Accountant's Review Report**

To the Board of Directors of  
ASMT, Inc.

I have reviewed the accompanying financial statements of ASMT, Inc. (operating as Autism Tennessee), which comprise the statement of financial position as of December 31, 2022, and the related statements of activity, statements of functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the non-profit Corporation's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

### **Accountant's Responsibility**

My responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion. We are required to be independent of ASMT Inc. (Autism Tennessee) and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

### **Accountant's Conclusion**

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

*Ryan M. Armento, CPA, LLC*

Ryan M. Armento, CPA, LLC  
Denver, Colorado  
June 20, 2023

# ASMT, Inc. (Autism Tennessee)

## Statement of Financial Position

December 31, 2022

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### ASSETS

Cash and cash equivalents	\$ 51,016
<b>Total assets</b>	<u>\$ 51,016</u>

### LIABILITIES AND NET ASSETS

#### Liabilities:

Accounts payable	\$ 1,781
<b>Total liabilities</b>	<u>1,781</u>

#### Net assets:

Without donor restrictions	52,797
<b>Total net assets</b>	<u>52,797</u>
<b>Total liabilities and net assets</b>	<u>\$ 51,016</u>

See Notes to the Financial Statements

# ASMT, Inc. (Autism Tennessee)

Statement of Activities  
Year Ended December 31, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
<b>Support and revenue:</b>			
Contributions	\$ 99,130	\$ -	\$ 99,130
Special events	47,534	-	47,534
License plate revenue, net	34,489	-	34,489
Program revenue	30,026	-	30,026
Grants	2,000	18,000	20,000
Membership dues	17,583	-	17,583
Community campaigns	8,428	-	8,428
Other revenue	2,066	-	2,066
Net assets released from restrictions	18,000	(18,000)	-
<b>Total support and revenue</b>	<u>259,256</u>	<u>-</u>	<u>259,256</u>
<b>Expenses:</b>			
Program services			
Public awareness	176,548	-	176,548
Total program services expense	<u>176,548</u>	<u>-</u>	<u>176,548</u>
Supporting services			
Management and general	72,585	-	72,585
Fundraising	16,055	-	16,055
Total supporting services expense	<u>88,640</u>	<u>-</u>	<u>88,640</u>
<b>Total expenses</b>	<u>265,188</u>	<u>-</u>	<u>265,188</u>
<b>Change in net assets</b>	(5,932)	-	(5,932)
Net assets, beginning of year	58,729	-	58,729
Net assets, end of year	<u>\$ 52,797</u>	<u>\$ -</u>	<u>\$ 52,797</u>

See Notes to the Financial Statement

## ASMT, Inc. (Autism Tennessee)

### Statement of Functional Expenses Year Ended December 31, 2022

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	<b>Public Awareness</b>	<b>Management and General</b>	<b>Fundraising</b>	<b>Total</b>
Advertising	\$ 565	\$ 85	\$ 332	\$ 982
Contract services	8,221	-	7,450	15,671
Bank and transaction fees	756	747	-	1,503
Professional services	-	575	-	575
Software subscriptions	5,477	8,646	-	14,123
Taxes and licenses	-	27	130	157
Insurance	-	3,283	-	3,283
Occupancy	5,390	19,862	4,740	29,992
Office expenses	714	2,565	145	3,424
Salaries	143,341	35,835	-	179,176
Printing and postage	2,262	188	51	2,501
Professional development	275	772	-	1,047
Program other	3,586	-	144	3,730
Supplies	5,961	-	3,063	9,024
<b>Total expenditures</b>	<b>\$ 176,548</b>	<b>\$ 72,585</b>	<b>\$ 16,055</b>	<b>\$ 265,188</b>

See Notes to the Financial Statements

# ASMT, Inc. (Autism Tennessee)

## Statement of Cash Flows Year Ended December 31, 2022

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### Cash flows from operating activities:

Change in net assets	\$ (5,932)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Changes in operating assets and liabilities:	
Accounts payable and accrued expenses	2,447
Net cash from operating activities	<u>(8,379)</u>
Net change in cash and cash equivalents	
<b>Cash and cash equivalents, beginning of period</b>	<u>59,395</u>
<b>Cash and cash equivalents, end of period</b>	<u>\$ 51,016</u>
Supplemental disclosure	
Interest expense	<u>\$ -</u>

See Notes to the Financial Statements



# ASMT, Inc. (Autism Tennessee)

Notes to the Financial Statements  
December 31, 2022

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## **Note 1 - Principal Activity and Significant Accounting Policies**

### **Nature of Corporation**

ASMT Inc., operating as Autism Tennessee, is a nonprofit Corporation located in Nashville, Tennessee dedicated to serving the autism community of Middle Tennessee and fostering an inclusive society that supports their unique needs. The Corporation operates with the aim of bridging the gaps that exist between various aspects of support, resources, and programs. By focusing on advocacy, support services, community engagement, education and training, as well as collaborations and partnerships, the Corporation strives to empower autistic individuals, promote inclusivity, and facilitate their journey towards recognizing their potential and realizing their goals.

### **Basis of Presentation**

The accompanying financial statements were prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

### **Cash and Cash Equivalents**

The Corporation considers all cash and highly liquid financial instruments with original maturities of three months or less, which are neither held for nor restricted by donors (which includes grantors, as applicable, throughout) for long-term purposes, to be cash and cash equivalents.

### **Receivables and Credit Policies**

Accounts receivable consist primarily of amounts due for services provided in connection with the fulfillment of the Corporation's mission. The Corporation determines the allowance for uncollectable accounts receivable based on historical experience, an assessment of economic conditions, and a review of subsequent collections. Accounts receivable are written off when deemed uncollectable. For the year ended December 31, 2022, there were no accounts receivable due to the Corporation.

# ASMT, Inc. (Autism Tennessee)

Notes to the Financial Statements

December 31, 2022

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## **Net Assets**

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Net Assets Without Donor Restrictions* – Net assets available for use in general operations and not subject to donor restrictions.

*Net Assets With Donor Restrictions* – Net assets subject to donor restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates those resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

## **Support and Revenue**

Contributions are recorded as revenue upon the receipt of cash, securities, a gift or when the donor makes a promise to give to the Corporation that is, in substance, unconditional. Contributions are considered to be available for unrestricted use unless specifically restricted by the donor. If contributions are restricted by the donor, they are reported as increases to net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

## **Donated Services, Resources and In-Kind Contributions**

Volunteers may contribute time to the program service activities; however, the financial statements do not reflect the value of these contributed services because the services do not meet recognition criteria prescribed by generally accepted accounting principles. Donated professional services and resources if applicable, are recorded at the respective fair values of the services and resources received. During 2022, the Corporation did not receive contributed goods, however if they did, the contributed goods would be recorded at fair value at the date of donation.

# ASMT, Inc. (Autism Tennessee)

Notes to the Financial Statements

December 31, 2022

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## **Functional Allocation of Expenses**

The cost of programs and supporting services have been summarized on a functional basis in the accompanying consolidated statement of activities. The statement of functional expenses presents the natural classification detail of expenses by function. Accordingly, the expenses attributable to more than one functional area have been allocated among the programs and supporting services based on the analysis of staff time, location and the nature of usage.

## **Revenue Share Arrangements – License Plate Revenue**

The Corporation shares license plate revenue generated from third parties with certain partners (see Note 3 – License Plate Revenue). For revenue generated from third parties, the Corporation records the transaction on a net basis in the consolidated financial statements.

## **Income Taxes**

ASMT, Inc. (Autism Tennessee) is organized as a Tennessee nonprofit corporation and has been recognized by the IRS as exempt from federal income taxes under IRC Section 501(a) as a Corporation described in IRC Section 501(c)(3). The Corporation qualifies for the charitable contribution deduction, and has been determined not to be a private foundation. The Corporation is required to file a Return of Organization Exemption from Income Tax (Form 990) with the Internal Revenue Service (IRS) annually. Any significant tax positions have been reviewed by ASMT Inc.'s management, and it has been determined that all tax positions would be reconsidered upon examination by taxing authorities. There are no material uncertain tax positions that require recognition in the accompanying consolidated financial statements or further disclosure in the notes to the consolidated financial statements.

## **Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles require the Corporation to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

# ASMT, Inc. (Autism Tennessee)

Notes to the Financial Statements  
December 31, 2022

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## Concentration of Credit Risk

The Corporation manages deposit concentration risk by placing cash, money market accounts, and certificates of deposit with a financial institution believed by to be creditworthy. During the year ended December 31, 2022, amounts on deposit did not exceed insured limits or include uninsured investments in money market mutual funds. To date, the Corporation has not experienced losses in any of these accounts.

## Note 2 - Liquidity and Availability

The Corporation's financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the date of the statement of financial position at December 31, 2022 is \$51,016. As part of The Corporation's liquidity management, they structure the financial assets to be available as general expenditures, liabilities, and other obligations as they come due.

## Note 3 – License Plate Revenue

The Corporation shares license plate revenue generated by a third party with other connected non-profit organizations. All license plate revenue generated by the third party is first received by the Corporation and then allocated to the other non-profit organizations. Allocations are based on the number of counties each non-profit organization serves. License plate revenue, net was calculated as follows:

Total license plate revenue received by third party	\$ 86,223
License plate revenue allocated to other non-profit organizations	51,734
License plate revenue, net	<u>\$ 34,489</u>

## Note 4 – Other Revenue

During March 2020 a business personal property insurance claim was filed to recover losses after a Tornado severely damaged the commercial office building where the Corporation's office was located. The final recovery from loss payment was received in January 2023 in the amount of \$2,066.

## ASMT, Inc. (Autism Tennessee)

Notes to the Financial Statements

December 31, 2022

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### **Note 5 – Commitments**

The Corporation's lease expense for the year ended December 31, 2022 was \$18,000. On January 1, 2023, the Corporation signed a new lease agreement with the Tennessee Disability Coalition, which will expire on December 31, 2023. The monthly lease expense per the new agreement will be \$537. The Corporation has no other future commitments.

### **Note 6 – Special Events**

The Corporation host special events with the intention to increase public awareness of autism. Special event revenue and expenses for the year ended December 31, 2022 were \$47,534 and \$16,055, respectively.

### **Note 7 - Subsequent Events**

The Corporation has evaluated subsequent events through June 20, 2023, the date the financial statements were available to be issued. During this period, ASMT, Inc (Autism Tennessee) did not have any other material recognizable events that required recognition or disclosure in the December 31, 2022 financial statements.



**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

Department of Finance  
700 President Ronald Reagan Way, STE 201  
Nashville, Tennessee 37210

**Metropolitan Government of Nashville and Davidson County  
Recipient of Metro Grant Funding  
Non-Profit Grants Manual Receipt Acknowledgement**

Recipient Name ASMT, Inc (DBA Autism Tennessee

July 18, 2023


As a condition of receipt of this funding, the recipient acknowledges the following:

- Receipt of the Non-Profit Grants Manual, updated February 2, 2023, issued by the Division of Grants and Accountability. Electronic version can be located at the following:

[www.nashville.gov/departments/finance/grants-and-accountability/grants](http://www.nashville.gov/departments/finance/grants-and-accountability/grants)

- The recipient has read, understands and hereby affirms that the agency will adhere to the requirements and expectations outlined within the Non-Profit Grants Manual.
- The recipient understands that if the organization has any questions regarding the Non-Profit Grants Manual or its content, they will consult with the Metro department that awarded their grant.

*\*Note to Organizations: Please read the Non-Profits Grants Manual carefully to ensure that you understand the requirements and expectations before signing this document.*

DocuSigned by:  
  
 Signature of Authorized Representative  
 Name: Jessica Moore  
 Title: Executive Director  
 Agency Name: ASMT, Inc (DBA Autism Tennessee  
 Date: 7/18/2023

**Certificate Of Completion**

Envelope Id: CF6B49A0F6884F8EA97B6E66B4899D01	Status: Completed
Subject: Complete with DocuSign: ASMT Inc Grant Contract (N0551340xD719A) Council Mtg. 08/01/23	
Source Envelope:	
Document Pages: 33	Signatures: 6
Certificate Pages: 15	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope 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
7/19/2023 4:26:16 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
Aaron Pratt aaron.pratt@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 7/19/2023 4:31:13 PM Viewed: 7/19/2023 4:57:17 PM Signed: 7/19/2023 5:09:25 PM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.100	

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

Kelly Flannery kelly.Flannery@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 7/19/2023 5:09:26 PM Viewed: 7/20/2023 7:56:06 AM Signed: 7/20/2023 7:56:44 AM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.100	

**Electronic Record and Signature Disclosure:**  
Accepted: 7/20/2023 7:56:06 AM  
ID: 305ffca1-6d0f-4709-a5cd-578ba3d0dafb

Courtney Mohan courtney.mohan@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 7/20/2023 7:56:46 AM Viewed: 7/20/2023 8:04:48 AM Signed: 7/20/2023 8:05:02 AM
	Signature Adoption: Pre-selected Style Using IP Address: 174.212.102.88 Signed using mobile	

**Electronic Record and Signature Disclosure:**  
Accepted: 7/20/2023 8:04:48 AM  
ID: 51333572-3d80-4e5a-82ef-3bc2c61b2b20

Balogun Cobb balogun.cobb@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 7/20/2023 8:05:04 AM Viewed: 7/20/2023 8:21:11 AM Signed: 7/20/2023 8:21:21 AM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.144	

**Electronic Record and Signature Disclosure:**

Signer Events	Signature	Timestamp
Accepted: 7/20/2023 8:21:11 AM ID: 67081b6c-36df-4910-89ac-159e77d0d7e7		
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) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 7/20/2023 8:21:23 AM Viewed: 7/20/2023 11:32:35 AM
Sally Palmer sally.palmer@nashville.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 7/20/2023 8:05:52 AM ID: e4127bee-c0ea-4a98-bd90-eea818cad34	<b>COPIED</b>	Sent: 7/20/2023 8:21:24 AM Viewed: 7/20/2023 8:49:23 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/19/2023 4:31:13 PM
Certified Delivered	Security Checked	7/20/2023 8:21:11 AM
Signing Complete	Security Checked	7/20/2023 8:21:21 AM
Completed	Security Checked	7/20/2023 8:21:24 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		