

## GRANT SUMMARY SHEET

**Grant Name:** Hazardous Materials Emergency Preparedness Grant  
Program22-25 Amend 2

**Department:** OFFICE OF EMERG. MGMT.

**Grantor:** U.S. DEPARTMENT OF TRANSPORTATION

**Pass-Through Grantor  
(If applicable):** TN Emergency MGMT.

**Total Award this Action:** \$31,500.00

**Cash Match** \$7,875.00

**Department Contact:** Angela Roscoe  
880-2949

**Status:** AMENDMENT

**Program Description:**

This grant will fund Hazard Materials training and equipment. Amendment 2 adds new funding of \$31,500.00 for a new total of \$150,160.00 and a new match of \$7,875 for a new match total of \$37,540.00 giving an overall total of \$187,700.00. Grant Contract Section C1 is deleted and replaced, Attachment 1 is deleted and replaced, Attachment 2 is deleted and replaced.

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

Contingent upon availability of funds

## Grants Tracking Form

## Part One

<b>Pre-Application</b> <input type="radio"/>		<b>Application</b> <input type="radio"/>		<b>Award Acceptance</b> <input type="radio"/>		<b>Contract Amendment</b> <input checked="" type="radio"/>	
<b>Department</b>	<b>Dept. No.</b>	<b>Contact</b>				<b>Phone</b>	<b>Fax</b>
OFFICE OF EMERG. MGMT.	049	Angela Roscoe				880-2949	862-8534
<b>Grant Name:</b>		Hazardous Materials Emergency Preparedness Grant Program22-25 Amend 2					
<b>Grantor:</b>		U.S. DEPARTMENT OF TRANSPORTATION				<b>Other:</b>	
<b>Grant Period From:</b>		10/01/22		(applications only) <b>Anticipated Application Date:</b>			
<b>Grant Period To:</b>		08/31/25		(applications only) <b>Application Deadline:</b>			
<b>Funding Type:</b>	FED PASS THRU			<b>Multi-Department Grant</b>		<input type="checkbox"/> If yes, list below.	
<b>Pass-Thru:</b>	TN Emergency MGMT.			<b>Outside Consultant Project:</b>		<input type="checkbox"/>	
<b>Award Type:</b>	COMPETITIVE			<b>Total Award:</b>		\$31,500.00	
<b>Status:</b>	AMENDMENT			<b>Metro Cash Match:</b>		\$7,875.00	
<b>Metro Category:</b>	Est. Prior.			<b>Metro In-Kind Match:</b>		\$0.00	
<b>CFDA #</b>	20.703			<b>Is Council approval required?</b>		<input checked="" type="checkbox"/>	
<b>Project Description:</b>		<b>Applic. Submitted Electronically?</b> <input type="checkbox"/>					
This grant will fund Hazard Materials training and equipment. Amendment 2 adds funding of \$31,500.00 for a new total of \$150,160.00 plus a match of \$7,875.00 for a new match total of \$37,540.00, Total Grant now \$187,700.00. Grant Contract Section C1 is deleted and replaced, Attachment 1 is deleted and replaced, Attachment 2 is deleted and replaced.							
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>							
Contingent upon availability of funds							
<b>How is Match Determined?</b>							
<b>Fixed Amount of \$</b>		or		20.0%		<b>% of Grant</b>	
						<b>Other:</b> <input type="checkbox"/>	
<b>Explanation for "Other" means of determining match:</b>							
The salary match will be used as the Indirect Cost.							
<b>For this Metro FY, how much of the required local Metro cash match:</b>							
<b>Is already in department budget?</b>		Yes		<b>Fund</b>		10101	
<b>Is not budgeted?</b>				<b>Business Unit</b>		32115210	
<b>Proposed Source of Match:</b>				Salary match			
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>				\$7,875.00			
<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>		40.00%		<b>Indirect Cost of Grant to Metro:</b>		\$75,080.00	
<b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No		<b>% Allow.</b>		0.00%		<b>Ind. Cost Requested from Grantor:</b>	
						\$0.00	
<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	FY25		\$150,160.00		\$37,540.00	10101, 32115210		\$187,700.00	\$75,080.00	\$0.00	
Yr 2	FY__										
Yr 3	FY__										
Yr 4	FY__										
Yr 5	FY__										
<b>Total</b>		\$0.00	\$150,160.00	\$0.00	\$37,540.00		\$0.00	\$187,700.00	\$75,080.00	\$0.00	
<b>Date Awarded:</b>		03/11/25		<b>Tot. Awarded:</b>		\$31,500.00		<b>Contract#:</b>		78847-45893	
<b>(or) Date Denied:</b>				<b>Reason:</b>							
<b>(or) Date Withdrawn:</b>				<b>Reason:</b>							

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





## GRANT AMENDMENT

<b>Agency Tracking #</b> 34101-40825	<b>Edison ID</b>	<b>Contract #</b> 78847-45893	<b>Amendment #</b> 2		
<b>Contractor Legal Entity Name</b> METRO NASHVILLE - DAVIDSON COUNTY			<b>Edison Vendor ID</b> 4		
<b>Amendment Purpose &amp; Effect(s)</b> INCREASE AWARD					
<b>Amendment Changes Contract End Date:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<b>End Date:</b> 08/31/2025			
<b>TOTAL Contract Amount INCREASE or DECREASE per this Amendment</b> (zero if N/A):			\$ 31,500.00		
<b>Funding —</b>					
<b>FY</b>	<b>State</b>	<b>Federal</b>	<b>Interdepartmental</b>	<b>Other</b>	<b>TOTAL Contract Amount</b>
2025		150,160.00			150,160.00
<b>TOTAL:</b>		<b>150,160.00</b>			<b>150,160.00</b>
<b>Budget Officer Confirmation:</b> There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.			<i>CPO USE</i>		
<b>Speed Chart</b> (optional)		<b>Account Code</b> (optional) 71301000			

**AMENDMENT TWO  
OF GRANT CONTRACT 78847-45893**

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Military, Tennessee Emergency Management Agency, hereinafter referred to as the "State" and Metro Nashville – Davidson County, hereinafter referred to as the "Grantee." It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant 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 Grant Contract exceed one hundred fifty thousand, one hundred sixty dollars and 00/100 (\$150,160.00). The Grant Budget, attached and incorporated hereto as Attachment 1, shall constitute the maximum amount due the Grantee for all service and Grantee obligations hereunder. The Grant 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 Grantee.
2. Grant Contract Attachment 1 is deleted in its entirety and replaced with the new Attachment 1 attached hereto.
3. Grant Contract Attachment 2 is deleted in its entirety and replaced with the new Attachment 2 attached hereto.

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 once all required approvals are obtained. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

**IN WITNESS WHEREOF,**

**METRO NASHVILLE – DAVIDSON COUNTY:**

SEE NEXT PAGE

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**GRANTEE SIGNATURE**

**DATE**

**FREDDIE O'CONNELL, COUNTY MAYOR**

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**PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)**

**DEPARTMENT OF MILITARY, TENNESSEE EMERGENCY MANAGEMENT AGENCY:**

**SIGNATURE PAGE  
FOR  
GRANT NO. 78847-45893**

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

**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**

  
Office of Emergency Management

03/11/25  
Date

**APPROVED AS TO AVAILABILITY  
OF FUNDS:**

  
Director of Finance  
Department of Finance

3/13/2025 | 10:46 AM CDT  
Date

**APPROVED AS TO RISK AND INSURANCE:**

  
Director of Insurance

3/13/2025 | 1:22 PM CDT  
Date

**APPROVED AS TO FORM AND  
LEGALITY:**

  
Metropolitan Attorney

3/13/2025 | 1:14 PM CDT  
Date

\_\_\_\_\_  
Freddie O' Connell  
Metropolitan Mayor

\_\_\_\_\_  
Date

**ATTEST:**

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

\_\_\_\_\_  
Date

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**WARNER A. ROSS, II, MAJOR GENERAL,  
THE ADJUTANT GENERAL, DEPARTMENT OF MILITARY**

**DATE**

**I certify that this entity meets Civil Rights  
Title VI compliance.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Reviewed** by Dept. of Military Civil Rights Title VI Officer

**ATTACHMENT 1**

Page 1

<b>GRANT BUDGET</b>				
<b>METRO NASHVILLE – DAVIDSON COUNTY: U.S. DEPARTMENT OF TRANSPORTATION PASS-THROUGH FUNDING FOR HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS PROGRAM</b>				
<b>The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 10/01/2022 END: 08/31/2025</b>				
<b>POLICY 03 Object Line-item Reference</b>	<b>EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup></b>	<b>GRANT CONTRACT</b>	<b>GRANTEE MATCH<sup>3</sup></b>	<b>TOTAL PROJECT</b>
1. 2	Salaries, Benefits & Taxes	0.00	0.00	0.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	150,160.00	37,540.00	187,700.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	0.00	0.00	0.00
11. 12	Travel, Conferences & Meetings	0.00	0.00	0.00
13	Interest <sup>2</sup>	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance To Individuals	0.00	0.00	0.00
17	Depreciation <sup>2</sup>	0.00	0.00	0.00
18	Other Non-Personnel <sup>2</sup>	0.00	0.00	0.00
20	Capital Purchase <sup>2</sup>	0.00	0.00	0.00
22	Indirect Cost	0.00	0.00	0.00
24	In-Kind Expense	0.00	0.00	0.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	0.00	0.00	0.00
25	<b>GRAND TOTAL</b>	<b>150,160.00</b>	<b>37,540.00</b>	<b>187,700.00</b>

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: <http://www.state.tn.us/finance/act/documents/policy3.pdf>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

<sup>3</sup> A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

**ATTACHMENT 1**  
Page 2

**GRANT BUDGET LINE-ITEM DETAIL:**

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Public sector planning and training in support of the emergency planning and training efforts to deal with hazardous materials emergencies and particularly those involving transportation.	150,160.00
<b>TOTAL</b>	<b>150,160.00</b>

**ATTACHMENT 2****Federal Award Identification Worksheet**

Subrecipient's name (must match name associated with its Unique Entity Identifier (SAM))	METRO NASHVILLE – DAVIDSON COUNTY
Subrecipient's Unique Entity Identifier (SAM)	LGZLHP6ZHM55
Federal Award Identification Number (FAIN)	693JK32240044HMEP
Federal award date	10/01/2022
Subaward Period of Performance Start and End Date	10/01/2022 – 08/31/2025
Subaward Budget Period Start and End Date	10/01/2022 – 08/31/2025
Assistance Listing number (formerly known as the CFDA number) and Assistance Listing program title.	20.703 Interagency Hazardous Materials Public Sector Training and Planning Grants
Grant contract's begin date	10/01/2022
Grant contract's end date	08/31/2025
Amount of federal funds obligated by this grant contract	150,160.00
Total amount of federal funds obligated to the subrecipient	150,160.00
Total amount of the federal award to the pass-through entity (Grantor State Agency)	1,300,000.00
Federal award project description (as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA))	HMEP 2022-2025
Name of federal awarding agency	Pipeline and Hazardous Materials SA
Name and contact information for the federal awarding official	Carla Sheppard Acquisition Services Division 1200 New Jersey Avenue SE, East Bldg., 3r Washington, DC 20590
Name of pass-through entity	Department of Military, Tennessee Emergency Management Agency
Name and contact information for the pass-through entity awarding official	Michael Rinehart Hazardous Materials Branch Manager Bureau of Preparedness 3041 Sidco Drive Nashville, TN 37203 <a href="mailto:michael.rinehart@tn.gov">michael.rinehart@tn.gov</a> Telephone #: (615) 815-8918 FAX #: (615) 741-4173
Is the federal award for research and development?	No
Indirect cost rate for the federal award (See 2 C.F.R. §200.332 for information on type of indirect cost rate)	N/A

## Certificate Of Completion

Envelope Id: B890ADF0-CB67-40CD-B734-209FE1C63721

Status: Completed

Subject: Complete with Docusign: OEM (HMEPGP) Amend2 Ready.pdf

Source Envelope:

Document Pages: 11

Signatures: 6

Envelope Originator:

Certificate Pages: 15

Initials: 1

Juanita Paulson

AutoNav: Enabled

730 2nd Ave. South 1st Floor

Envelopeld Stamping: Enabled

Nashville, TN 37219

Time Zone: (UTC-06:00) Central Time (US & Canada)

Juanita.Paulsen@nashville.gov

IP Address: 170.190.198.185

## Record Tracking

Status: Original

Holder: Juanita Paulson

Location: DocuSign

3/12/2025 12:01:27 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

### Signature

### Timestamp

Bethany Nunley

Bethany.Nunley@nashville.gov

Security Level: Email, Account Authentication (None)

*BN*

Sent: 3/12/2025 12:07:02 PM

Viewed: 3/12/2025 1:17:10 PM

Signed: 3/12/2025 1:17:27 PM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

Aaron Pratt

Aaron.Pratt@nashville.gov

Security Level: Email, Account Authentication (None)

*Aaron Pratt*

Sent: 3/12/2025 1:17:30 PM

Viewed: 3/13/2025 7:26:29 AM

Signed: 3/13/2025 7:26:38 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

### Electronic Record and Signature Disclosure:

Accepted: 3/13/2025 7:26:29 AM

ID: e62cd87b-2e4d-44e4-b80d-c4fd815e904c

Jenneen Reed/mjw

MaryJo.Wiggins@nashville.gov

Security Level: Email, Account Authentication (None)

*Jenneen Reed/mjw*

Sent: 3/13/2025 7:26:41 AM

Viewed: 3/13/2025 10:45:42 AM

Signed: 3/13/2025 10:46:47 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.100

### Electronic Record and Signature Disclosure:

Accepted: 3/13/2025 10:45:42 AM

ID: e0b25969-525d-467e-a59b-6d8232cdf4a5

Courtney Mohan

Courtney.Mohan@nashville.gov

Security Level: Email, Account Authentication (None)

*Courtney Mohan*

Sent: 3/13/2025 10:46:50 AM

Viewed: 3/13/2025 1:05:50 PM

Signed: 3/13/2025 1:14:08 PM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

### Electronic Record and Signature Disclosure:

Signer Events	Signature	Timestamp
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Balogun Cobb balogun.cobb@nashville.gov Insurance Division Manager Security Level: Email, Account Authentication (None)	<i>Balogun Cobb</i>  Signature Adoption: Pre-selected Style Using IP Address: 107.119.65.67 Signed using mobile	Sent: 3/13/2025 1:14:10 PM Viewed: 3/13/2025 1:22:20 PM Signed: 3/13/2025 1:22:29 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 3/13/2025 1:22:20 PM ID: f9c85288-814d-49d1-954b-1179b714e5c1		
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>COPIED</b>	Sent: 3/13/2025 1:22:30 PM Viewed: 3/13/2025 1:51:53 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Sally Palmer sally.palmer@nashville.gov Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 3/13/2025 1:22:30 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 3/13/2025 8:06:58 AM ID: 4f12e240-c4f4-484a-a860-e4672af73c8a		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/12/2025 12:07:02 PM
Certified Delivered	Security Checked	3/13/2025 1:22:20 PM
Signing Complete	Security Checked	3/13/2025 1:22:29 PM
Completed	Security Checked	3/13/2025 1:22:30 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		