GRANT SUMMARY SHEET

Grant Name:	CFE Summer Jobs Connect 21-22 Amend. 1
Department:	METRO ACTION
Grantor:	Cities for Financial Empowerment Fund, Inc.
Pass-Through Grantor (If applicable):	
Total Award this Action:	$25,000.00
Cash Match Amount	$0.00
Department Contact:	Tanya Evrenson, Director of Workforce 862-8860
Status:	AMENDMENT

Program Description:

The Summer Jobs Connect program will provide banking access and financial empowerment training to partiicpants in municipal Summer Youth Employment Programs. MAC utilizes these funds to provide financial literacy for youth. Amendment 1 adds an additional $25,000 to the previous amount of $25,000 for a total of $50,000 and extends the end date to 04/30/23. Amend. 1 also adds an additional $2,500 IDC recovery to the previous amount of $3,394.26 for a new total of $5,894.26

Plan for continuation of services upon grant expiration:

MAC plans to continue this program in future years upon approval from grantor.

Grants Tracking Form

Part One

Pre-Application ○ Application ○ Award Acceptance ○ Contract Amendment ◉

Department	Dept. No.	Contact	Phone	Fax
METRO ACTION	075	Tanya Evrenson, Director of Workforce	862-8860	862-8870

Grant Name: CFE Summer Jobs Connect 21-22 Amend. 1
Grantor: Cities for Financial Empowerment Fund, Inc. **Other:**
Grant Period From: 04/01/21 (applications only) **Anticipated Application Date:**
Grant Period To: 04/30/23 (applications only) **Application Deadline:**

Funding Type:	OTHER	**Multi-Department Grant**	☐ → If yes, list below.
Pass-Thru:	Select Pass-Thru --- >	**Randall Funding Project:**	☐
Award Type:	OTHER	**Total Award:**	$25,000.00
Status:	AMENDMENT	**Metro Cash Match:**	$0.00
Metro Category:	Est. Prior.	**Metro In-Kind Match:**	$0.00
CFDA #	N/A	**Is Council approval required?**	☑
Project Description:		**Applic. Submitted Electronically?**	☐

The Summer Jobs Connect program will provide banking access and financial empowerment training to partiicpants in municipal Summer Youth Employment Programs. MAC utilizes these funds to provide financial literacy for youth. **Amendment 1 adds an additional $25,000 to the previous amount of $25,000 for a total of $50,000 and extends the end date to 04/30/23. Amend. 1 also adds an additional $2,500 IDC recovery to the previous amount of $3,394.26 for a new total of $5,894.26**

Plan for continuation of service after expiration of grant/Budgetary Impact:
MAC plans to continue this program in future years upon approval from grantor.

How is Match Determined?
Fixed Amount of $ or 0.0% **% of Grant** **Other:** ☐
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?	$0.00	**Fund**	31522	**Business Unit**	75311020
Is not budgeted?	$0.00	**Proposed Source of Match:**			
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)		**Requested from Cont. Match Fund:**			

Other:

Number of FTEs the grant will fund:	0.00	**Actual number of positions added:**	0.00
Departmental Indirect Cost Rate	13.57%	**Indirect Cost of Grant to Metro:**	$6,785.00
***Indirect Costs allowed?** ◉ Yes ○ No **% Allow.**	13.57%	**Ind. Cost Requested from Grantor:**	$5,894.26

***(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)**

Draw down allowable? ☐
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	FY 22			$25,000.00				$25,000.00	$3,392.50	$3,394.26
Yr 2	FY23			$25,000.00				$25,000.00	$3,392.50	$2,500.00
Yr 3										
Yr 4										
Yr 5										
Total			$0.00	$50,000.00	$0.00		$0.00	$50,000.00	$6,785.00	$5,894.26

Date Awarded:	04/13/22	**Tot. Awarded:**	$25,000.00	**Contract#:**	Letter
(or) **Date Denied:**		**Reason:**			
(or) **Date Withdrawn:**		**Reason:**			

Contact:
vaughn.wilson@nashville.gov

GCP Rec'd
08/30/22

GCP Approved
08/31/22

Rev. 8/5/03
5503

VW

AMENDMENT TO AGREEMENT BETWEEN THE CITIES FOR FINANCIAL EMPOWERMENT FUND and THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

This Grant Amendment (the "Amendment"), dated as of April 13, 2022 (the "Amendment Effective Date"), is by and between the **Cities for Financial Empowerment Fund** (the "CFE Fund") and the **Metropolitan Government of Nashville and Davidson County**, acting by and through the Metropolitan Action Commission (the "Grantee"), and reflects that the CFE Fund is providing additional grant funding and an extension of the **Summer Jobs Connect Grant Agreement** (the "Agreement"). The Agreement, with the Effective Date of April 1, 2021, between the Parties is hereby amended in the following respects:

1. The section titled "1. Grant" shall be amended to instead read as follows and the title of the section shall be changed to read "1. Grants":

   "The CFE Fund pledges and agrees to provide the Grantee a Grant covering their 2021 Summer Youth Employment Program ("2021 SYEP Grant") in the form of cash or cash equivalents in an amount not to exceed $25,000 (TWENTY-FIVE THOUSAND DOLLARS), as laid out in the Grant Payout Schedule in Section 5(c).

   The CFE Fund pledges and agrees to provide the Grantee a Grant their 2022 Summer Youth Employment Program ("2022 SYEP Grant") in the amount not to exceed $25,000 (TWENTY-FIVE THOUSAND DOLLARS), as laid out in the 2022 SYEP Grant Payout Schedule in Section 5(d).

   The 2021 SYEP Grant and 2022 SYEP Grants, may be collectively referred to as the "Grants".

2. All references in the grant agreement to "Grant" shall be replaced with "Grants" to reflect that the CFE Fund has awarded the Metropolitan Government of Nashville and Davidson County a 2021 SYEP Grant and a 2022 SYEP Grant.

3. The section titled "3. Term", subsection "(a)" is amended to instead state:

   " (a) The Grant Term will begin as of the Effective Date and end on April 30, 2023. Any funds not used by the end of the Grant Term toward the purposes of this Grant will be returned to the CFE Fund within thirty (30) days after the end of the Grant term unless otherwise agreed upon by both parties in writing in advance."

   All other provisions of Section 3 will remain unchanged.

4. In the section titled "5. Term", the following shall be appended after subsection (c):

   "(d) 2022 SYEP Grant Payout Schedule: The 2022 SYEP Grant will be split into two payments.

   (i) Initial 90% of funds for payment to the Grantee ($22,500) will be available upon execution of this Amendment.

   (ii) Final 10% of funds to the Grantee ($2,500) will be paid upon receipt of final report and documentation of spending of at least initial 90% of grant already disbursed, along with plan for spending remainder of grant funds within two months, if not already spent. Grantee will be required to provide a final accounting when all funds have been spent. Any unused Grant funds will be returned to the CFE Fund."

   All other provisions of Section 5 will remain unchanged.

5. In Exhibit A ("Scope of Work"), Exhibit A1 shall be appended.

   All other provisions of Exhibit A will remain unchanged.

6. In Exhibit B ("Banking Access and Financial Empowerment"), Exhibit B1 shall be appended.

   All other provisions of Exhibit B will remain unchanged.

7. In Exhibit C ("Grantee Budget"), Exhibit C1 shall be appended.

   All other provisions of Exhibit C will remain unchanged.

8. In Exhibit D ("Reporting"), Exhibit D1 shall be appended.

All other terms and conditions of the Agreement that are not hereby amended are to remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF the parties hereto have caused this Amendment to be duly executed as of the date first above written.

CITIES FOR FINANCIAL EMPOWERMENT FUND, INC.

By: J.3.3
Name: Jonathan Mintz
Title: President and Chief Executive Officer
Date: 08/19/2022

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY,
METROPOLITAN ACTION COMMISSION

By: Cynthia Croom
Name: Cynthia Croom, Ed.D.
Title: Executive Director
Date: 8/22/22

SIGNATURE PAGE FOR
CITIES FOR FINANCIAL EMPOWERMENT FUND AMENDMENT FY23

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

(SEE PREVIOUS PAGE)
Cynthia Croom, Ed.D., Executive Director
Metropolitan Action Commission

Date

LaVoneia C. Steele
LaVoneia C. Steele, Ed.D., Chair
Metropolitan Action Commission

8/22/22
Date

APPROVED AS TO AVAILABILITY OF FUNDS:

DocuSigned by:
Kelly Flannery
Kelly Flannery, Director
Department of Finance

9/9/2022
Date

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb
B.C. Cobb, Director of Insurance

9/9/2022
Date

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Macki Eke
Metropolitan Attorney

9/9/2022
Date

John Cooper, Mayor

Date

ATTEST:

Metropolitan Clerk

Date

Exhibit A1

2022 SYEP Grant – Scope of Work

1. Banking Access and Financial Empowerment Programming

The CFE Fund will provide the Metropolitan Government of Nashville and Davidson County with $25,000 to embed a comprehensive banking access integration and financial empowerment programming within the Power Youth program.

The Grantee will provide banking access and financial empowerment programming within the Power Youth program by completing the tasks set forth in Exhibit B1 – Banking Access and Financial Empowerment. The Grantee will regularly update the CFE Fund about proposed changes to the program structure and will additionally document program design in the interim and final reports.

The Grantee will provide Power Youth participants with access to bank and credit union accounts that meet the Summer Jobs Connect Youth Account (Exhibit E – "Summer Jobs Connect Youth Account Priorities: Sole Ownership Accounts for Minors"). The Grantee will work with financial institution partners to help Power Youth participants open safe and affordable bank accounts during program onboarding and orientation.

The Grantee will provide Power Youth participants with the ability to receive summer paychecks and stipends through direct deposit, and help youth navigate the direct deposit registration process.

The Grantee will develop a sustainable banking access plan that is built into its Summer Youth Employment Programs for future program years. This plan will examine ways to continue the financial empowerment activities cultivated through the Summer Jobs Connect program.

2. Evaluation

The Grantee must identify, track, and report on financial empowerment programming funded by the CFE Fund. The Grantee and its vendors will also document progress towards the outcomes as structured in Exhibit D1 – Reporting.

3. Learning Community

The CFE Fund will host a meeting in the fall of 2022 that the Grantee is required to attend. The setting of this meeting will be determined by public health guidance (i.e., in-person or remote). Select partners, including the Grantee, may be invited to join as an expert to share best practices. Additionally, the CFE Fund strongly encourages attendance at learning community events to facilitate sharing of program ideas.

The Grantee will respond to requests from CFE Fund to share best practices with other program grantees. The CFE Fund reserves the right to hold monthly, one-on-one check-in calls with the Grantee.

4. Media and Public Relations

The Grantee will document the success of the program, focusing on financial empowerment achievements, throughout the year to communicate the progress and impact of SJC. To do so, the CFE Fund will compile data and stories from all cities participating in the Summer Jobs Connect program. To prepare for both planned and ad hoc communication opportunities, the Grantee will be expected to prepare and provide content to the CFE Fund that includes, but is not limited to:

A. **Social media campaign**: The CFE Fund will execute the national SJC Social Media campaign throughout Summer 2022. The CFE Fund will provide partners with custom social media kits, a social media strategy guide, and flyers with each weekly prompt for the campaign. Partner participation in the campaign includes but is not limited to:

    - *City Partner Engagement in SJC Social Media Outreach:* Cities and program partners will be asked to post content; to tweet regularly, and if partners also have Instagram, they can use that channel as well. The CFE Fund will provide a social media calendar with sample tweets, but partners should also be prepared to create and post original content. All posts should use the #SummerJobsConnect hashtag.

    - *SJC Participant Engagement in National SJC Social Media Campaign:* Throughout the summer, the CFE Fund will run weekly prompts, including incentivized contests, where youth will be rewarded for sharing what SJC success has meant to them over Twitter and Instagram. City partners are responsible for disseminating CFE Fund information about these contests and regularly encouraging participation in contests; city partners should also ensure that participants understand contests guidelines and requirements. City partners may choose to identify a cohort of Ambassadors who are encouraged to share social media content regularly, both for CFE Fund contests and independently.

B. **Communications and Press:** The Grantee is expected to participate in and include the CFE Fund and Citi Foundation in all relevant communications and marketing opportunities, including but not limited to press releases, grant announcements, social media posts, launch events, or other program related events where press will be present and/or program funders will be recognized.

    - Logos and Collateral Material: Please add the CFE Fund and Citi Foundation logos liberally to materials – mockups or drafts of logo usage should be sent to Katie Plat (kplat@cfefund.org) for approval. **PLEASE NOTE that the Citi Foundation requires that any grant recipient using Citi's logo on any collateral, including websites, will complete a Logo Consent Form, which will be provided by the CFE Fund.**

2022 SYEP Grant – Banking Access and Financial Empowerment

The Grantee has proposed the following banking access and financial empowerment programming for their 2022 Summer Youth Employment Program. The Grantee will use this proposal to guide their implementation efforts:

I. Financial Education

Recruitment & Application:

Our program will spread the word on banking by providing information sheets for the different types of banks and the difference of pay cards during payroll sessions.

Our program asks the question, if they currently have a bank account when they fill out their applications to apply for a position?

Enrollment & Orientation:

Our program will conduct weekly financial literacy topics and how banking plays a role in all areas.

During our pay roll sessions, we will have a banking entity available for youth to start their first bank account along with incentive we will provide for them as well.

One of our topics is budgeting and preparing for the future in our Financial Literacy course. We also partner with America Saves and they can keep up with their savings goals they set when they started the program.

Our plan for the incentive boost of $15.00 is the encouragement we think will make them want to open an account and knowing this is an account in their name and not their parents.

Ongoing Training:

Our financial education will be conducted by a third-party vendor that will offer videos and worksheets to make sure the youth understand the materials, all of this will be done by online products. The ongoing opportunities id having access to the company after program is over.

II. Account Opening & Direct Deposit Registration

We currently have accounts for youth set up with Bank of America and US Community Credit Union. I am in the process of trying to get First Horizons to join us.

Our pay roll sessions will be done in person this year and the banking entities will be present at the events to open the accounts. The sessions will start on April 19, 2022 and end on May 21, 2022.

Our program automatically has direct deposit set up through our pay roll company when they attend the pay roll session for their final registration for the position.

Exhibit C1

2022 SYEP Grant – Grantee Budget

Cities for FINANCIAL EMPOWERMENT Fund

SUMMER JOBS CONNECT

***please complete all sections highlighted in yellow**

City Name:	Nashville
Budget Year	2022
Amount Budgeted:	$25,000

Budget Line	Amount
Direct Deposit Incentive	$10,725.00
SYEP Implemention	$1,500.00
Financial Literacy	$4,475.00
Content Development and Delivery (LMS System)	$5,800.00
Indirect Cost	$2,500.00
TOTAL PROPOSAL	$25,000.00

Exhibit D1

2022 SYEP Grant – Reporting

Grant Reports

The Grantee will complete two grant reports to track progress towards grant objectives and understand financial empowerment accomplishments, challenges, and lessons learned. The interim report is due on August 19, 2022, and the final report is due on October 20, 2022.

The Grantee is responsible for submitting progress reports using the CFE Fund's online grant portal which can be accessed through the web link below:

https://www.grantinterface.com/Home/Logon?urlkey=CitiesFE

Financial Reporting

The CFE Fund will require financial documentation in both the interim and final grant reports that demonstrate expenses paid through this grant. Expenses must correspond with the Grantee Budget in Exhibit C1.

Qualitative Reporting

The CFE will require a program narrative in both the interim and final grant reports. The narrative will address performance, operations, partnerships, and client stories.

Quantitative Reporting

The Grantee will track and report the following outcomes for all youth enrolled in the Power Youth program:

	Summer Jobs Connect Outcomes	2022 Actual	Estimated pre-SJC totals*
Program model	How many youth participated in SYEP throughout the city?		
	How many youth were served by the SYEP your agency oversees/manages?		
Financial Education	How many youth were taught about the benefits of banking?		
	How many youth received follow-up financial education on how to efficiently use a bank account, budgeting, and/or savings?		
Account opening	How many youth did the city determine banking status for? *(Whether participants had an account prior to programming)*		
	How many youth identified as unbanked at the beginning of the program?		
	How many youth had the opportunity to open an bank or credit union account through the program?		
	How many youth actually opened accounts through the program?		
Direct Deposit	How many youth had the opportunity to direct deposit their SYEP paychecks into a bank/credit union account?		
	How many youth actually received their pay via direct deposit?		
	How many youth chose to split their SYEP paychecks into a savings and transactional (checking) account?		