

## GRANT SUMMARY SHEET

**Grant Name:** Power Youth's High School Internship 22-22

**Department:** METRO ACTION

**Grantor:** THE BANK OF AMERICA CHARITABLE FOUNDATION, INC.

**Pass-Through Grantor (If applicable):** COMMUNITY FDN OF MIDDLE TN.

**Total Award this Action:** \$30,000.00

**Cash Match** \$0.00

**Department Contact:** Tanya Evrenson, Workforce Development Director  
862-8860

**Status:** NEW

**Program Description:**

The grant seeks to support the wages of Power Youth's High School Interns during the summer of 2022. The High School Internship program is designed to empower Nashville's 16-18 year olds while providing real chances for young people to learn work-related skills that will stimulate the next generation of growth in our economy - benefiting our youth, our businesses, and our city.

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

N/A

B.A. Initials

<sup>DS</sup>  
AB

### Grants Tracking Form

Part One

Pre-Application <input type="radio"/>		Application <input type="radio"/>		Award Acceptance <input checked="" type="radio"/>		Contract Amendment <input type="radio"/>	
Department	Dept. No.	Contact				Phone	Fax
METRO ACTION	75	Tanya Evrenson, Workforce Development Director				862-8860	77411
<b>Grant Name:</b>		Power Youth's High School Internship 22-22					
<b>Grantor:</b>		THE BANK OF AMERICA CHARITABLE FOUNDATION, INC.				<b>Other:</b>	
<b>Grant Period From:</b>		05/11/22	<small>(applications only)</small> Anticipated Application Date:				
<b>Grant Period To:</b>		08/31/22	<small>(applications only)</small> Application Deadline:				
<b>Funding Type:</b>	FOUNDATION	<input type="checkbox"/> Multi-Department Grant		<input type="checkbox"/> If yes, list below.			
<b>Pass-Thru:</b>	COMMUNITY FDN OF MIDDLE TN.	<input type="checkbox"/> Outside Consultant Project:					
<b>Award Type:</b>	COMPETITIVE	<b>Total Award:</b>		\$30,000.00			
<b>Status:</b>	NEW	<b>Metro Cash Match:</b>		\$0.00			
<b>Metro Category:</b>	Est. Prior.	<b>Metro In-Kind Match:</b>		\$0.00			
<b>CFDA #</b>	N/A	<b>Is Council approval required?</b>		<input type="checkbox"/>			
<b>Project Description:</b>		<small>Applic. Submitted Electronically?</small> <input type="checkbox"/>					
<p>The grant seeks to support the wages of Power Youth's High School Interns during the summer of 2022. The High School Internship program is designed to empower Nashville's 16-18 year olds while providing real chances for young people to learn work-related skills that will stimulate the next generation of growth in our economy - benefiting our youth, our businesses, and our city.</p>							
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>							
N/A							
<b>How is Match Determined?</b>							
<b>Fixed Amount of \$</b>		\$0.00	or	<b>% of Grant</b>		<b>Other:</b> <input type="checkbox"/>	
<b>Explanation for "Other" means of determining match:</b>							
<b>For this Metro FY, how much of the required local Metro cash match:</b>							
<b>Is already in department budget?</b>				<b>Fund</b>	<b>Business Unit</b>		
<b>Is not budgeted?</b>				<b>Proposed Source of Match:</b>			
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>							
<b>Other:</b>							
<b>Number of FTEs the grant will fund:</b>		0.00		<b>Actual number of positions added:</b>		0.00	
<b>Departmental Indirect Cost Rate</b>		13.80%		<b>Indirect Cost of Grant to Metro:</b>		\$4,140.00	
<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 in budget	
<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	FY22	\$0.00	\$0.00	\$15,000.00	\$0.00		\$0.00	\$0.00	\$2,070.00	\$0.00
Yr 2	FY23	\$0.00	\$0.00	\$15,000.00	\$0.00		\$0.00	\$0.00	\$2,070.00	\$0.00
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
<b>Total</b>		\$0.00	\$0.00	\$30,000.00	\$0.00		\$0.00	\$0.00	\$4,140.00	\$0.00
<b>Date Awarded:</b>				05/11/22	<b>Tot. Awarded:</b>		\$30,000.00	<b>Contract#:</b> N/A		
<b>(or) Date Denied:</b>					<b>Reason:</b>					
<b>(or) Date Withdrawn:</b>					<b>Reason:</b>					

Contact: [trinity.weathersby@nashville.gov](mailto:trinity.weathersby@nashville.gov)  
[vaughn.wilson@nashville.gov](mailto:vaughn.wilson@nashville.gov)

*TW*

**McQueen, Rickie (MAC)**

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**From:** Evrenson, Tanya (MAC)  
**Sent:** Wednesday, May 11, 2022 10:25 AM  
**To:** Parkinson, Ann (MAC)  
**Cc:** Croom, Cynthia (MAC); Bass, Katina (MAC); McQueen, Rickie (MAC)  
**Subject:** Bank of America Charitable Foundation Application Update

We finally got approved!!! Yay! This grant money is deposited in Community Foundation account.

Tanya Evrenson  
Director of Workforce Development  
Metropolitan Action Commission  
800 2<sup>nd</sup> Avenue North  
Nashville, TN 37201  
615.862.8860 Ext. 77411  
[tanya.evrenson@nashville.gov](mailto:tanya.evrenson@nashville.gov)

[www.nashville.gov/mac](http://www.nashville.gov/mac)

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Follow us on [Twitter](#) and [Instagram](#)



**From:** do\_not\_reply@cybergrants.com <do\_not\_reply@cybergrants.com>  
**Sent:** Wednesday, May 11, 2022 10:22 AM  
**To:** Evrenson, Tanya (MAC) <Tanya.Evrenson@nashville.gov>  
**Subject:** Bank of America Charitable Foundation Application Update

**Attention:** This email originated from a source external to Metro Government. Please exercise caution when opening any attachments or links from external sources.



Corporate Philanthropy

May 11, 2022

Mrs. Tanya Evrenson  
The Community Fdn Of Middle Tn Inc  
3833 Cleghorn Ave, Ste 400  
Nashville, TN 37215

Dear Mrs. Evrenson:

The Bank of America Charitable Foundation, Inc. is pleased to provide a grant to The Community Fdn Of Middle Tn Inc in the amount of \$30,000.00 for the purposes outlined in your grant request dated 03/07/2022.

The funds awarded will be transferred to your bank account within three to five business days via Automated Clearing House (ACH) and will be reflected as Bank of America CashGrants in your account. Please communicate this gift to the person who manages the bank account you provided for ACH payments.

Bank of America is lending, investing and giving in local communities like yours in order to advance local economies and create positive change. Providing support to organizations like The Community Fdn Of Middle Tn Inc, that are providing critical services and programs is just one of the ways we are helping improve the quality of life in the communities we serve.

This grant is subject to the terms and conditions accepted through your application. In addition, the Foundation may request further information regarding your organization and this grant as agreed to in your grant application. Thank you for your commitment to the community.

Sincerely,

The Bank of America Charitable Foundation, Inc.

The reference code for this application is Request ID: 73379055

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CG/JMAIL/239825963


**SIGNATURE PAGE  
FOR  
BANK OF AMERICA CHARITABLE FOUNDATION /  
COMMUNITY FOUNDATION OF MIDDLE TENNESSEE**

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

**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
Cynthia Croom, Ed.D., Executive Director  
Metropolitan Action Commission

5/13/2022  
\_\_\_\_\_  
Date

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

5/16/2022  
\_\_\_\_\_  
Date

**APPROVED AS TO AVAILABILITY OF FUNDS:**

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

5/26/2022  
\_\_\_\_\_  
Date

**APPROVED AS TO RISK AND INSURANCE:**

DocuSigned by:  
  
\_\_\_\_\_  
Director of Insurance

5/27/2022  
\_\_\_\_\_  
Date

**APPROVED AS TO FORM AND LEGALITY:**

DocuSigned by:  
  
\_\_\_\_\_  
Metropolitan Attorney

5/27/2022  
\_\_\_\_\_  
Date

**FILED:**

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

\_\_\_\_\_  
Date

**Your Submitted Application**

The application you previously submitted appears below. No further changes may be made to this application. Click here to [return to the Welcome page](#).

**Organization Information**

**Organization Official Name**  
THE COMMUNITY FDN OF MIDDLE TN INC

**Organization Legal Name**  
THE COMMUNITY FDN OF MIDDLE TN INC

**Also Known As(AKA)/Doing Business As(dba) Name**

**Year Founded**  
1992

**\* Executive Director/CEO/President First Name**  
Ellen

**\* Executive Director/CEO/President Last Name**  
Lehman

**\* Executive Director/CEO/President Email Address**  
mall@cfmt.org

**\* Executive Director/CEO/President Phone**  
615-321-4939

**Mailing Address**  
3833 CLEGHORN AVE

**PO Address**

**City**  
NASHVILLE

**State**  
Tennessee

**Zip**  
37215-2519

**Country or Jurisdiction**  
United States

**Telephone**  
615-321-4939

**Fax**  
6153837769

**E-mail Address**  
finance@cfmt.org

**Website Address**  
www.cfmt.org

**Facebook**

**Twitter**

**Instagram**

**\* List of Current Board Members (2022)**  
Jack Turner

~~Lyn Bousley~~

Will Alexander

**\* List of Current Organization Executive Staff (2022)**  
Amy Fair

Scott O'Neal

Melisa Currey

**\* Is anyone on your Board of Directors employed at Bank of America?**  
No

**Please identify the race/ethnicity of your Executive Director/CEO†**  
White

**Please provide the ethnicity of your organization's board of directors†**

**Please provide the ethnicity of your organization's executive staff†**

You will be logged out in 20 minutes due to inactivity

OK

**\* Federal Official Determination**

No

**\* Organization Type**

Community Development (CDCs, Housing, Military, Technical Assistance, etc.)

**Organization Mission Statement**

The Community Foundation exists to promote and facilitate giving in the 40 counties of Middle Tennessee and beyond. We do this by accepting gifts of any size from anyone at any time and by empowering individuals, families, companies, nonprofits, and communities to respond to needs and opportunities that matter.

**\* Are you affiliated with or a member of any national organizations or networks listed below?**

Not Applicable

**\* Number of Individuals Served Annually**

3500

**\* Number of Households Served Annually**

0

**\* Is your organization a Department of Housing and Urban Development (HUD) approved housing counseling agency?**

No

**\* Is your organization a certified Community Development Financial Institution (CDFI)?**

No

†Bank of America is committed to the support and advancement of equality in the communities we serve and this extends to the organizations we fund.

**Organization Budget Detail**

**\* Top Five Sources of Funding for your Organization**

Metropolitan Nashville Davidson County \$2,000,000

Bank of America \$30,000

Enterprise electric \$5000

Marriott International \$2500

**\* Are there any specific or special circumstances that have impacted your budget? (e.g. loss of government funding, in-kind expenses/donations, matching funds, etc.)**

No

**Organization Budget Attachments**

**\* Organization Operating Budget**

**Project/Program Budget**

**\* Financial Statements**

**\* Is your Organization's Total Operating Budget ≥ \$250,000.00?**

Yes

Please attach a copy of your organization's most recent audit.

**Payment Distribution Details**

**\* Financial Institution**

SunTrust Bank

**City**

NASHVILLE

**State**

Tennessee

**Zip**

37215-2519

**\* Financial Institution Country or Jurisdiction**

United States

**\* Bank Account Type**

Checking

**\* Account Number**

xxxxxxxx5584

**\* ACH Bank Routing Number/Transit Number**

061000104

**\* Organization ACH Contact Name**

Melissa Anderson

**\* Organization ACH Contact Email Address**

finance@cfmt.org

**\* ACH Deposit Authorization Agreement**

Yes

Payment Distribution Continued

**Financial Institution Details**

- [VOIDTransferAccountCheck.pdf \(288.15 K\)](#), uploaded by Finance Team Finance Team on 05/04/2022

**Grant Proposal****\* Request Amount**

\$30,000.00

**\* Project Budget**

\$859,251.87

**\* Project Title**

High School Internship

**\* Top Five Sources of Funding**

Metropolitan Nashville Davidson County \$2,079,100

Bank of America \$30,000

Enterprise Electric \$5000

Marriott International Inc. \$2500

Alignment Nashville \$2000

**\* Grant Usage**

100% Program Support

**\* Detailed Grant Description**

This grant seeks to support the wages of POWER Youth's High School Interns during the summer of 2022. The High School Internship program is designed to empower Nashville's 16-18 year olds while providing real chances for young people to learn work-related skills that will stimulate the next generation of growth in our economy--benefiting our youth, our businesses, and our city. Young people participate in independent internships in private, public, non-profit, and university settings. In addition, the program integrates supportive adult relationships, pre-program work-readiness training, reflection and on-going intentional skill-building in soft skills, social and emotional learning, financial literacy, and college-going support. All POWER Youth High School Interns are paid \$14 per hour for 28 hours per week of work for 7 weeks in the Summer.

The Annie E. Casey Foundation reports that internships in high school that incorporate positive relationships with adults affect job quality a decade later and that having a job as a teenager predicts high job quality in adulthood and higher wages than unemployed peers as early as age 23. [https://www.aecf.org/blog/early-work-experience-and-supportive-adults-a-boon-to-low-income-youth/?utm\\_source=eblast&utm\\_medium=email&utm\\_campaign=economic-opportunity](https://www.aecf.org/blog/early-work-experience-and-supportive-adults-a-boon-to-low-income-youth/?utm_source=eblast&utm_medium=email&utm_campaign=economic-opportunity)

High School Internship positions accomplish two primary goals. First, they build the kinds of soft-skills employers ask for in employees, and they expose young people to career opportunities in high demand in our region that the young people often are not aware exist. Internship sites are rarely with businesses or organizations that would have open positions for high school-aged employees or for uncertified workers. Instead, the Interns spend six weeks exposed to jobs for which they could train in the future. Both the skill-building and the exposure better prepare young people to be successful employees in the Nashville labor market.

**Additional Information**

POWER Youth High School Internship Program is part Nashville's youth employment initiative. A private/public partnership begun under the administration of Mayor Megan Barry and actively supported by both Mayors David Briley and John Cooper. The Initiative seeks to help Nashville's young people be prepared and successful employees and to support Nashville's employers in hiring young people.

The High School Internship, with its intentionally integrated skill- building and supportive adult relationships is a model developed in Nashville on a smaller scale in 2005 that now serves over 200 young people per year.

For additional information regarding POWER Youth and its other youth employment strategies, partnerships, and programs, please see the web page at <http://poweryouth.nashville.gov>

**\* Geographic Use of Funds**

In a single city or county

**In a single city or county**

Young people participating in the High School Internship Program participate in pre-program training at 937 Herman St., Nashville, TN 37208. They then work for six weeks, four days a week at a variety of area employers. These employers are public, private, non-profit, and university workplaces across the city. The young people also participate in virtual session as a group each Friday of the summer. During this time, the participants reflect on what they have learned during the week, and build additional skills related to work readiness, financial literacy, and college going.

**Geographic Documentation****\* Partnerships/Collaborations**

Yes

**Will your organization serve as the lead or center-post agency for the collaboration?**

Yes

**Please describe the specific collaboration(s) your organization is currently engaged in as part of the purpose of this grant proposal.**

The High School Internship program us a wide spread partnership between willing area employers and Power Youth. With in this partnership, the employers provide experience, supervision, and opportunities to genuinely contribute to young people who might otherwise not have had the exposure. Without the employer partners, young people would not be experiencing the level of career exploration and connection with real people that they receive through the Internship Program. Within the context of this partnership, POWER Youth provides coordination, support, and the integrated skill-building that makes the program a rich learning experience and allows for the engagement of such a variety of worksites.

**Better Money Habits@**

**Would your organization be interested in having Bank of America employee volunteers (Better Money Habits Volunteer Champions) help deliver financial habits education to your staff and/or the individuals and families you serve?**

Yes

**Better Money Habits Contact Information**katina Bass, [Katina.bass@nashville.gov](mailto:Katina.bass@nashville.gov) 615-913-7291**\* Additional Volunteer Needs**



No

**\* Personal Success Stories**

Yes

**Please summarize their story here, including client background, demonstrated need, and role of your organization/program in eventual success.**

Natalia was a part of the POWER Youth Summer Employment Program, she was a rising senior at MLK High School and was interested in working in an office environment. She was connected with Adult Education Department at Metro Action Commission and her primary focus was to provide administrative support to the Adult Education Team. Natalia provided administrative assistance for two instructors, a case manager, and a coordinator. Administrative support consisted primarily of graduation preparation and new program year preparation. Skills Natalia used during graduation preparation included filing, typing, sorting, organizing, ordering, inventory control, customer service, proofing, and photography. She communicated frequently with Adult Education students to provide updates about schedules, graduation activities, employment opportunities, and other important information. In addition, she assisted with graduation decorations and assembling of graduation gift packages. Natalia also participated in bi monthly student meetings via zoom to ensure non-graduate students are informed of up-to-date requirements to earn their high school diploma.

To prepare for the upcoming program year, Natalia assisted by reproducing, sorting, assembling, and binding training materials. Other administrative duties included supporting of 6 family development specialist staff members by ensuring utility records are filed and easily accessible. Microsoft Word, Excel, and PowerPoint software applications were computer skills used during the Intern process. To speak with Natalia directly, please contact Tanya Evrenson at tanya.evrenson@nashville.gov.

**\* Would your organization be willing to promote this grant via any type of communications including social media?**

Yes

**Anticipated Grant Impact**

**\* Age Group(s) Served**

100% 16-24

**\* Gender(s) Served**

70% Female

29% Male

1% Non-Binary/Gender Fluid/Gender Queer

**\* Ethnicity Served**

100% Not Tracked

**Please feel free to provide any additional info you want us to know about who you serve:**

**\* Will the majority (51% and above) of this grant primarily serve active military and their families, veterans and/or retired military personnel?**

No

**\* Will the majority (51% and above) of this grant primarily serve lesbian, gay, bisexual, transgender, queer, or gender fluid individuals (LGBTQ+)?**

No

**\* Will the majority (51% and above) of this grant primarily serve persons with visible or non-visible disabilities?**

No

**\* Will the majority (51% and above) of this grant primarily serve persons impacted by the criminal justice system?**

No

**\* Will the majority (51% and above) of this grant primarily serve court involved individuals?**

No

**\* Will the majority (51% and above) of this grant primarily serve victims and survivors of domestic violence?**

No

**\* Will the majority (51% and above) of this grant primarily serve victims and survivors of human trafficking?**

No

**\* Will the majority (51% and above) of this grant primarily serve refugees or individuals and families seeking asylum or resettlement?**

No

**\* Will the majority (51% and above) of this grant primarily serve immigrant individuals and families seeking citizenship?**

No

**\* Focus of Grant Proposal**

2. Economic Mobility: Workforce Development

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**Economic Mobility: Workforce Development Funding Priorities**

**Grant Subcategories – Economic Mobility: Workforce Development**

Youth Employment

**Youth Employment Examples:**

**Is this grant proposal focused on high school access or graduation, and/or post-secondary access or graduation?**

No

**Will this grant proposal connect young people to jobs, internships, apprenticeships or social enterprise jobs?**

Yes

**Number of young people placed in jobs, internships, apprenticeships or social enterprise jobs upon program completion:**

1

**What is the average cost per young person placed in a job, internship, apprenticeship or social enterprise job through this grant funding?**  
\$2,744.00

**Is your organization hiring or placing individuals in virtual employment opportunities with this grant funding?**  
Yes, but limited opportunities

**Mentoring / Coaching**  
Yes

**Connecting to Community Colleges**  
No

**Is your organization connecting students to community colleges, technical or vocational schools?**  
No

**Preparing for Green Jobs**  
No

**\* Does your organization provide multiple wrap and support services?**  
Yes

**\* Does your organization operate a social enterprise?**  
No

**\* Will this grant proposal support work within a Qualified Opportunity Zone (QOZ)?**  
No

**\* While we understand that your organization's impact may align with more than one of the 17 UN Sustainable Development Goals, please select the primary goal supported by this specific grant proposal. If the primary purpose of the specific grant request does not align with one of the stated goals, please select 'none of the above'.**

Goal 8: Promote inclusive and sustainable economic growth, employment and decent work for all

**\* Evaluating and Measuring Impact**  
POWER Youth conducts a post program evaluation of young people's self reported skill gain an overall program experience

**Economic Demographic Information**

**\* Low- to Moderate-Income**  
No

**Contact Information**

**Contact Salutation**  
Mrs.

**\* First Name**  
Tanya

**\* Last Name**  
Evrenson

**\* Address**  
3833 Claghorn Ave, Ste 400

**\* City**  
Nashville

**\* State**  
Tennessee

**\* Zip**  
37215

**\* Telephone (Include extension)**  
6158628860 x77411

**Fax**  
6158802397

**\* E-mail Address**  
tanya.evrenson@nashville.gov

**\* Job Title**  
Director of Workforce Development

**\* Contact Type**  
Primary Request Contact

**Grant Agreement**

**\* ACKNOWLEDGEMENT OF TERMS AND CONDITIONS**  
AGREE

**\* PLEASE ENTER YOUR NAME (Not the name of the organization)**  
Tanya Evrenson

**\* ARE YOU AN OFFICER OF THE ORGANIZATION?**  
No

**PLEASE PROVIDE THE CONTACT INFORMATION OF AN OFFICER OF THE ORGANIZATION FAMILIAR WITH THIS APPLICATION.**

**\* OFFICER NAME**  
Amy Fair

**\* OFFICER TITLE**  
Vice President of Donor Services

**\* OFFICER ADDRESS**  
3833 Cleghorn Avenue Ste. 400

**\* OFFICER EMAIL ADDRESS**  
afair@cmft.org

**\* OFFICER TELEPHONE NUMBER**  
615-321-4939 x 102

**If you are unwilling to agree to the terms outlined above, The Bank of America Charitable Foundation will not be able to fund your request.**

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[Privacy Policy](#)

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