# LEGISLATIVE TRACKING FORM

Filing for Council Meeting Date: 10/21/25	Resolution Ordinance
Contact/Prepared By: Alan Enzo	Date Prepared: 08/19/25
Title (Caption): VCA CACFP 2025-2026 grant - APPLICATION. This grant applic	cation is for the Tennessee Department of Human Services Child
And Adult Care Food Program. This is a reimbursement grant providing food program.	ogram services at 17 Parks locations.
Submitted to Planning Commission? N/A Yes-Date: _	Proposal No:
Proposing Department: Parks and Recreation Re	quested By: Monique Odom
Affected Department(s): Parks and Recreation Aff	fected Council District(s): All
Legislative Category (check one):  Bonds  Budget - Pay Plan  Budget - 4%  Capital Improvements  Capital Outlay Notes  Code Amendment  Condemnation  Contract Approval  Donation  Easement Abandon  Easement Accept/A  Grant  Grant  Condemnation  Improvement Acc.	
Funding Source:  Capital Improvement Budget Capital Outlay Notes Departmental/Agency Budget Funds to Metro General Obligation Bonds Grant Increased Revenue Sources  Approved by OMB:  Auan Pratt  DH  Capital Improvement Budget Capital Outlay Notes Capital Out	Match: \$ \$ 0.00  Judgments and Losses Judgments and
ADMINISTRATION	
Council District Member Sponsors:	
Council Committee Chair Sponsors:	
Approved by Administration:	
	Approved by Department of Law:  um Approved by:  Council Meeting: E-mailed Clerk  Settlement Memo

**Grant Name:** 

# **GRANT APPLICATION SUMMARY SHEET**

Child & Adult Care Food Program 25-26

<b>Department:</b>	PARKS & RECREA	TION	
Grantor:	TENNESSEE DEPA	RTMENT OF HUMAN SERV	VICES
Pass-Through Grantor (If applicable):			
<b>Total Applied For</b>	\$918,334.28		
Metro Cash Match:	\$0.00		
<b>Department Contact:</b>	Alan Enzo 862-8400		
Status:	CONTINUATION		
<b>Program Description:</b>			
	rolled in at-risk after-s	eimbursement funding for mea chool programs. New funding as.	
Plan for continuation of se	rvices upon grant exp	piration:	
	Should funds become	expects to re-apply each year we e unavailable the Parks Depart ling.	
APPROVED AS TO AVAI OF FUNDS:		APPROVED AS TO FORM LEGALITY:	AND
Jenneen Reed/mgw	9/23/2025   10:08 AN	tannalı Bitlinney	9/23/2025   8:32 AM PDT  Date
APPROVED AS TO INSURANCE:	DH		
Balogun Cobb	9/23/2025   10:27 AM ent Date	Freddie O' Connell	9/23/2025   2:46 PM CDT  Date
Services		(This application is continger application by the Metropolit	approval of the

6103

# **Grants Tracking Form**

Part One								
Pre-Application ○	Application (	•	<b>Award Accept</b>	ance O	Contract Amenda	nent O		
Department	Dept. No.			Conta	ct		Phone	Fax
PARKS & RECREATION	040	Alan Enzo					862-8400	862-8414
Grant Name:	Child & Adult Care Food Program 25-26							
Grantor:	TENNESSEE DEPARTN	MENT OF HUMAN SERV	ICES		<b>▼</b> Other:			
Grant Period From:	10/01/25		(applications only) A	nticipated Ap	plication Date:	10/01/25		
Grant Period To:	09/30/26		(applications only) A	pplication De	adline:	10/01/25		
Funding Type:	STATE	•		Multi-Dep	artment Grant	<del>_</del>	► If yes, list	below.
Pass-Thru:		•		Outside Co	onsultant Project:			
Award Type:	OTHER	▼		<b>Total Awa</b>	rd:	\$918,334.28		
Status:	CONTINUATION	▼		Metro Cas	h Match:	\$0.00		
Metro Category:	Est. Prior.	▼			(ind Match:	\$0.00		
CFDA#	N/A			Is Council	approval required?	. 🗸		
Project Description:				• •	nitted Electronically?	✓		
The Child & Adult Care Food P New funding will provide food p				ls and snac	ks served to children e	nrolled in at-risk a	fter-school p	ograms.
5 1	J							
Plan for continuation of serv								
This grant is offered annually a				when the g	rant program is annou	nced. Should fun	ds become ur	navailable the
Parks Department will evaluate	the availability of	of other resource	s for funding.					
How is Match Determined?				0/ 00	_			
Fixed Amount of \$	N/A	or		% of Gra	nt	Other:		
Explanation for "Other" mea	ns of determini	ng match:						
N/A								
For this Metro FY, how much	of the required	l local Metr <u>o ca</u>	sh match:					
Is already in department bud			N/A		Fund	Business Unit		
Is not budgeted?					Proposed Source of	Match:		
(Indicate Match Amount & So	urce for Remai	ning Grant Year	s in Budget Be	low)				
Other:								
Number of FTEs the grant wi	ill fund:		2.88	Actual nu	mber of positions add	ded:	0.00	
Departmental Indirect Cost F	epartmental Indirect Cost Rate 15.07% Indirect Cost of Grant to Metro: \$138,392.98							
*Indirect Costs allowed?	O Yes ● No	% Allow.	0.00%	Ind. Cost F	Requested from Gran	tor:	\$0.00	in budget
*(If "No", please attach documer	ntation from the	grantor that indi	rect costs are no	t allowable.	See Instructions)			
Draw down allowable?								
Metro or Community-based I	Partners:							
-		-						

					Part Tw	0				
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	FY26		\$688,750.71					\$688,750.71	\$103,794.73	\$0.00
Yr 2	FY27		\$229,583.57					\$229,583.57	\$34,598.24	\$0.00
Yr 3	FY									
Yr 4	FY									
Yr 5	FY									
То	tal	\$0.00	\$918,334.28	\$0.00	\$0.00		\$0.00	\$918,334.28	\$138,392.98	\$0.00
Date Awarded: Tot. Awarded: Contract#:										
	(or) Date Denied:			Reason:						
	(or) Date Withdrawn:				Reason:					

GCP Received 09/16/25

APPROVED AS TO FORM AND

Hannal Billin Assistant Metropolitan Attorney

LEGALITY:

Resolution No.	
A resolution approving an application for Program (CACFP) grant from the Tennessee to the Metropolitan Government, acting by a Recreation Department, to provide nutritious attending after school programs at 17 community.	e Department of Human Services and through the Metro Parks and s meals and snacks for children
WHEREAS, the Tennessee Department of Human S and Adult Care Food Program (CACFP) grant with a required; and,	
WHEREAS, the Metropolitan Government is eligible	to participate in this grant program; and,
WHEREAS, it is to the benefit of the citizens of The Davidson County that the grant application be appro-	
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNMENT OF NASHVILLE AND DAVIDSON (	
Section 1. That the application for a Child and with an award of \$918,334.28, a copy of which is a hereby approved, and the Metro Parks and Recreat application to the Tennessee Department of Human	ion Department is authorized to submit said
Section 2. That this resolution shall take effect The Metropolitan Government of Nashville and David	from and after its adoption, the welfare of dson County requiring it.
APPROVED AS TO AVAILABILITY I OF FUNDS:	INTRODUCED BY:

Member(s) of Council

{N0717359.1} D-25-13554 Page 1 of 1 Prepared By: Legal

# Child and Adult Care Food Program (CACFP)

https://www.tn.gov/humanservices/children/dhs-nutrition-programs/child-and-adult-care-food-program.html

The Child and Adult Care Food Program (CACFP) is a federally funded program that provides reimbursement for eligible meals that are served to participants who meet age and income requirements. Administrative payments are also provided for those agencies that sponsor the participation of day care homes. All payments are based on annual rates established by the U.S. Department of Agriculture (USDA). CACFP provides aid to child and adult care institutions and family or group day care homes for the provision of nutritious foods that contribute to the wellness, healthy growth, and development of young children, and the health and wellness of older adults and chronically impaired disabled persons. Research shows that well-nourished children are healthier, more attentive, and have better mental performance than children who are under-nourished. Findings also indicate that children served by CACFP eat healthier food than children who bring food from home. The CACFP helps facilities implement "best practices" to ensure children have access to a variety of nutritious foods.

Request Information about CACFP

#### **Current CACFP Sites**

Contact Us:

**Phone:** (615) 313-4749

Email: CACFP.DHS@tn.gov

**Address:** Tennessee Department of Human Services Nutrition Programs-CACFP James K. Polk Building 505 Deaderick Street, 15th Floor Nashville, Tennessee 37243-1403

# **USDA** Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online

at: <a href="https://www.usda.gov/sites/default/files/documents/ad-3027.pdf">https://www.usda.gov/sites/default/files/documents/ad-3027.pdf</a>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

#### 1. mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

#### 2. **fax:**

(833) 256-1665 or (202) 690-7442; or

#### 3. **email:**

Program.Intake@usda.gov

## This institution is an equal opportunity provider.

History of the program
Monitoring Information
CACFP eligible programs
How to Apply
Application Assistance
CACFP Policy Memos
Financial Information
Forms
Manuals
Additional Resources
At-Risk Afterschool Meals

# METROPOLITAN BOARD OF PARKS AND RECREATION

Centennial Park Office Park Plaza at Oman Street Nashville, TN 37201 (615) 862-8400 Fax (615) 862-8414 www.nashville.gov/parks

Monique Horton Odom, Director

May 6, 2025

Mr. Stevon Neloms Assistant Director Community Recreation, and Cultural Arts Metro Board of Parks and Recreation P.O. Box 196340 Nashville, Tennessee 37219-6340

Dear Mr. Neloms:

The Parks Board, at its meeting held Tuesday, May 6, 2025, approved the renewal and ultimate acceptance of the Child and Adult Care Food Program (CACFP) grant for FY 2026.

This program provides nutritious meals and snacks for children and Adults attending the after-school programs currently at seventeen (17) community centers.

Please note there is no required match or other obligation by Parks associated with this grant.

Sincerely,

Monique Horton Odom, Director and Secretary to the Board

c: Chinita White Alan Enzo

### Child & Adult Care Food Program Sponsor Application for 2025 - 2026

00711 Status: Active

**NASHVILLE & DAVIDSON COUNTY METRO GOVERNMENT** 

DBA: Metro Parks and Recreation

511 Oman Street

Nashville, TN 37203-1234

Type of Agency: Government Agency Agreement Type: Sponsor of Affiliated Sites

Code Warning Description

301040 In order to be eligible for this program, a documented monitoring plan must be developed and adhered to.

Version: Original

## **Sponsor Type**

Does your organization operate the CACFP in any other state(s)?

Yes

No

Name(s) of State(s):

Projected Program Start Date: 10/01/2025 2.

Projected Program End Date: 09/30/2026

#### **Addresses**

#### **Physical Address**

Address Line 1:

511 Oman Street

Address Line 2:

City: 4.

Nashville

5. State: TN

Zip:

37203-1234

USPS Zip Code Lookup

County:

Davidson County (019)

### **Mailing Address**

Address Line 1:

P.O. Box 196340

Address Line 2:

City: 8.

Nashville

TN

9. State: Zip:

37219-6340

USPS Zip Code Lookup

#### **Contacts**

#### **Program Contact**

The Program Contact must be an individual who has been authorized to act on behalf of the Sponsor by agreeing to and signing the Statement of Authority.

Salutation

First Name

Last Name

10. Name:

Tiffanie D

Fletcher

11. Date of Birth:

mm/dd/yyyy) tiffanie.fletcher@nashville.gov

12. Email Address: 🖆 Facility Phone:

(615) 862-8400

Ext:

Fax:

Cell/Alt Phone:

15. Title:

13.

Program Administrator

## **Executive Director/Owner**

Salutation

First Name

Last Name

16. Name:

Mr.

Stevon

Neloms

17. Date of Birth:

(mm/dd/yyyy)

18. Email Address: 🚉

stevon.neloms@nashville.gov

19. Facility Phone:

(615) 862-8400

Ext:

Fax:

20. Cell/Alt Phone:

21. Title:

Assisant to Director

## Claim Preparer

Salutation

First Name

Last Name

22. Name:

Tiffanie D

Fletcher

23. Date of Birth:

an .

(mm/dd/yyyy)

tiffanie.fletcher@nashville.gov

24. Email Address: 🗳

(615) 862-8400

Ext;

Fax:

25. Facility Phone:26. Cell/Alt Phone:

SELECTION.

27. Title:

Program Administrator

#### Authorized Individual

An Authorized Individual is an individual who has been authorized to act on behalf of the Sponsor by agreeing to and signing the Statement of Authority.

Salutation

First Name

Last Name

28. Name:

Mrs.

Darlene mm/dd/yyyy) Morrow

29. Date of Birth:

30. Email Address:

darlene.morrow@nashville.gov

31. Facility Phone:

(615) 862-8400

Ext:

Fax:

32. Cell/Alt Phone:

33. Title:

Superintendent

#### **Ethnicity Data**

Provide the ethnic makeup of the participants served by the Sponsor's service area.

34. Geographic Area (enter percentages)

Hispanic or Latino:

12.00 %

Non-Hispanic or Latino:

88.00 %

Provide the ethnic makeup of the participants served by the Sponsor. Provide actual numbers of enrolled participants at all sites.

35. Program Participants (enter number of enrolled participants)

Hispanic or Latino:

12

12.00 %

Non-Hispanic or Latino:

88

88.00 %

#### **Racial Data**

Provide the racial makeup of the participants served by the Sponsor's service area.

36. Geographic Area (enter percentages)

American Indian or Alaskan Native:

0.00 %

Asian:

4.00 %

Black or African American:

57.00 %

Native Hawaiian or Pacific Islander:

2.00 %

White:

37.00 %

Provide the racial makeup of the participants served by the Sponsor. Provide actual numbers of enrolled participants at all sites.

37. Program Participants (enter number of enrolled participants)

American Indian or Alaskan Native:

0 0.00 %

Asian:

4 4.04 %

Black or African American:

56 56,57 %

Native Hawaiian or Pacific Islander:

2 2.02 %

37 37.37 %

38. Identify the source of the ethnic and racial data for the geographic area.

Metropolitain Schools

39. Describe your procedure to collect and maintain ethnic and racial data of children enrolled in participating

Ethnic and racial will be collected in the fall during enrollment process and maintained yearly with program enrollment.

#### **General Questions**

40. Has the Sponsor received \$750,000 or more in TOTAL federal funds for any programs administered?

No

41. Do you have a documented monitoring plan for monitoring your sites?

Yes

Nο

42. Do you prefer Cash-in-Lieu of Commodities instead of Donated Foods?

Yes

No

43. Are you a church?

No

#### Certification

44. Federal regulations require an agency to certify information regarding past business participation and criminal background. Please answer the following questions:

Has the agency or any of the agency's principals participated in any publicly funded programs within the past seven years?

Yes

Nο

NOTE: Principal means any individual who holds a management position within, or is an officer of, the Sponsor (sponsor), including all members of the Sponsor's board of directors, or otherwise exercises control of, or determines the actions of, the Sponsor.

Publicly funded means money that is received from a local, state, or federal governmental agency.

If yes, submit a listing of the publicly funded programs in which the Sponsor and its principals have participated in the past seven years and currently participate in.

Within the past seven years, has the Sponsor or any principals been declared ineligible to participate in any other publicly funded programs for violating program requirements?

Yes



If yes, answer question #3.

Were the violations corrected and eligibility restored, including payments of debts owed?

Yes



If yes, submit documentation of reinstatement, including proof of payment of debts owed, if applicable.

If no, submit a detailed explanation.

Has the Sponsor or any of the Sponsor's principals been convicted of any activity that occurred within the past seven years that indicated a lack of business integrity?

Yes



NOTE: A lack of business integrity includes fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, receiving stolen property, making false claims, and obstruction of justice.

If yes, submit a detailed explanation.

This is to certify that this Sponsor intends that all electronic signatures executed by our employees, agents, or representatives, located anywhere in the world, are legally binding equivalent of traditional handwritten signatures. By checking the box, this Sponsor is certifying by electronic signature that neither the Sponsor nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by any Federal/State department or agency.

I certify under penalty of perjury that the information on these application forms is true and

correct, and that I will immediately report to the State any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The State may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of the Sponsor, I hereby agree to comply with all state and federal laws and regulations governing the Child Nutrition Programs administered by the State. In accordance with Federal law and U.S. Department of Agriculture policy, this Sponsor does not discriminate on the basis of race, color, national origin, sex, age or disability. I will ensure that all monthly claims for reimbursement are true and correct and that records are available to support these claims.

Created By: Tiffanle.Fletcher@nashville.gov on: 7/22/2025 4:23:19 PM Modifled By: Tiffanle.Fletcher@nashville.gov on: 7/22/2025 4:54:00 PM

# Child & Adult Care Food Program Sponsor Budget for 2025 - 2026

00711 Status: Active

## **NASHVILLE & DAVIDSON COUNTY METRO GOVERNMENT**

DBA: Metro Parks and Recreation

511 Oman Street Nashville, TN 37203-1234

Type of Agency: Government Agency Agreement Type: Sponsor of Affiliated Sites

**Budget Version:** Original

E. Net Operating Amount

Α,	Anticipated Annual	CACFP Revenue	Sponsor Complete This Column	FOR STATE USE ONLY Approved
1.	Number of sites antici	pated for sponsorship	17	
2.	Total Annual CACFP Re	evenue from prior 12 months	\$241,236.74	\$0.00
в.	Projected Operating	Costs: Labor		
	Executive Staff		\$0.00	\$0.00
	Management Staff		\$63,513.50	\$0.00
	<u>Staff</u>		\$0.00	\$0.00
C. I	Projected Administr	ative Costs: Labor		
	Executive Staff		\$0.00	\$0.00
	Management Staff		\$38,370.78	\$0.00
	Staff		\$0.00	\$0.00
). I	Projected Operating	Costs		
		Brief Description	Projected Cost	Approved Cost
•	Food Purchases	Food Supplies for meals	\$750,000.00	\$0.00
	Meal Contracts (meal cost)		\$0.00	\$0.00
,	Mileage (meal transporting cost)	Delivery and maintenance cost	\$15,000.00	\$0.00
	Non-Food Supplies	Food Serving Supplies	\$30,000.00	\$0.00
,	Printing/Postage/Com munications	Menus and marketing	\$850.00	\$0.00
	Purchased Services		\$0.00	\$0.00
	Food Service Space		\$0.00	\$0.00
	Reimbursement to Unaffiliated Centers		\$0.00	\$0.00

1. Difference (A-D)

\$-618,126.76

\$0.00

# F. Projected Administrative CACFP Expenditures

		Brief Description	Projected Cost	Approved Cost
1.	Durable Supplies under \$5,000		\$0.00	\$0.00
2.	Office Materials (Expendable) Supplies		\$0.00	\$0.00
3.	Equipment Purchases over \$5,000		\$0.00	\$0.00
4.	Equipment Rental/Lease		\$0.00	\$0.00
5,	Printing/Postage/Com munications		\$0.00	\$0.00
6.	Office Space/Rental/Lease/De preciation Use Allowance		\$0.00	\$0.00
7.	Utilities/Facility Maintenance/Janitorial Services		\$0.00	\$0.00
3.	Travel for Program Operations		\$0.00	\$0.00
€.	Center Workshops/Participant Training		\$0.00	\$0.00
10.	Nutrition Education Materials	Teaching Kitchens	\$6,000.00	\$0.00
l1.	Meetings, Conferences, and Staff Training	Conference	\$8,000.00	\$0.00
.2.	Contracted/Professiona I Services	Software	\$6,000.00	\$0.00
.3.	Insurance Premiums		\$0.00	\$0.00
.4.	Bonds		\$0.00	\$0.00
5.	Memberships/Subscript ions/Professional Activities	CACFP National Organization	\$600.00	\$0.00
	Other Administrative Expenditures/Advertisi ng		\$0.00	\$0.00
	Total Administrative C	osts	\$58,970.78	\$0.00
i. S	ummary			
	Total Expenditures (Operation	ating and Administrative)	\$918,334.28	\$0,00
	Total Anticipated Annual	•	\$918,334.28	\$0.00
		Profit Food Program Revenue	\$0.00	\$0.00
	Total Other Revenue	•	\$0.00	\$0.00
	Explanation of Source of	Other Revenue	4	40.00

5. Total Revenue (G2 + G3 + G4)

\$918,334.28

\$0.00

6. Net Balance (G5 Total Revenue – G1 Total Expenditures)

\$0.00

\$0.00

7. There are expenditures that require prior approval or specific written prior approval (SPWA).

### Certification



I certify that the information on this form, and supporting documents, is true and correct and that I will immediately report to the Department of Human Services any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The Department of Human Services may verify information; and the deliberate misrepresentation or withholding of information may result in prosecution under applicable state and federal statutes.

## **Document Attachments**

Actions	Notes	Version	Uploaded By

Created By: Tiffanie.Fletcher@nashville.gov on: 7/28/2025 11:57:38 AM Modified By: Tiffanie.Fletcher@nashville.gov on: 8/19/2025 12:00;24 PM

# **APPLICATION FOR**

(Write name of grant here) VCA CACFP 2025-2026

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department

Date