
GRANT SUMMARY SHEET

Grant Name: StrengtheningUSPublicHlthInfrastructureWorkforceDataSystems
 rategA2FoundationalCapabilities 22-27 Amend5

Department: HEALTH DEPARTMENT

Grantor: CENTERS FOR DISEASE CONTROL & PREVENTION

**Pass-Through Grantor
 (If applicable):**

Total Award this Action: (\$843,396.00)

Cash Match Amount \$0.00

Department Contact: Brad Thompson
 340-0407

Status: AMENDMENT

Program Description:

This Centers for Disease Control and Prevention grant will create an action plan for Workforce Development addresses eight priority strategies and will involve collaboration among internal and external partners. MPHD will also support innovative changes in key areas and implement system changes that have a meaningful impact across public health areas and strengthen our Foundational Capabilities. Proposed efforts address four specific Foundational Capabilities strategies that will catalyze changes in how MPHD is organized and functions to use resources to enhance public health practice. Consequently, these efforts will remove barriers to services, reduce health disparities and build sustainable partnerships, community capacity and trust in the immediate and future public health efforts.Strategy A2 Foundational Capabilities. Amend. 5 is an administrative correction: The purpose of this amended is to correct the authorized carryover amount reflected on the Notice of Award NOA dated 04/30/2024. An additional \$843,396 was added. This amendment removes that amount and reduce the funding by \$843,396 for a new total of \$1,230,754.

Plan for continuation of services upon grant expiration:

Services would be discontinued.

Grants Tracking Form

Part One

Pre-Application <input type="radio"/>		Application <input type="radio"/>		Award Acceptance <input type="radio"/>		Contract Amendment <input checked="" type="radio"/>	
Department	Dept. No.	Contact			Phone	Fax	
HEALTH DEPARTMENT	038	Brad Thompson			340-0407		
Grant Name:	Strengthening US Public Hlth Infrastructure, Workforce & Data Systems Strategy A2 Foundational Capabilities 22-27 Amend.5						
Grantor:	CENTERS FOR DISEASE CONTROL & PREVENTION	Other:					
Grant Period From:	12/01/22	(applications only) Anticipated Application Date:					
Grant Period To:	11/30/27	(applications only) Application Deadline:					
Funding Type:	FED DIRECT	Multi-Department Grant <input type="checkbox"/>		If yes, list below.			
Pass-Thru:		Outside Consultant Project: <input type="checkbox"/>					
Award Type:	COMPETITIVE	Total Award:	-\$843,396.00				
Status:	AMENDMENT	Metro Cash Match:	\$0.00				
Metro Category:	Est. Prior.	Metro In-Kind Match:	\$0.00				
CFDA #	93.967	Is Council approval required?	<input type="checkbox"/>				
Project Description:	Applic. Submitted Electronically? <input type="checkbox"/>						
<p>This Centers for Disease Control and Prevention grant will create an action plan for Workforce Development addresses eight priority strategies and will involve collaboration among internal and external partners. MPH D will also support innovative changes in key areas and implement system changes that have a meaningful impact across public health areas and strengthen our Foundational Capabilities. Proposed efforts address four specific Foundational Capabilities strategies that will catalyze changes in how MPH D is organized and functions to use resources to enhance public health practice. Consequently, these efforts will remove barriers to services, reduce health disparities and build sustainable partnerships, community capacity and trust in the immediate and future public health efforts.Strategy A2 Foundational Capabilities. Amend. 5 is an administrative correction: The purpose of this amended is to correct the authorized carryover amount reflected on the Notice of Award NOA dated 04/30/2024. An additional \$843,396 was added. This amendment removes that amount and reduce the funding by \$843,396 for a new total of \$1,230,754.</p>							
<p>Plan for continuation of service after expiration of grant/Budgetary Impact:</p> <p>Services would be discontinued.</p>							
How is Match Determined?							
Fixed Amount of \$		or	% of Grant		Other:	<input type="checkbox"/>	
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?		Fund		Business Unit			
Is not budgeted?		Proposed Source of Match:					
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)							
Other:							
Number of FTEs the grant will fund:	22.00	Actual number of positions added:	8.00				
Departmental Indirect Cost Rate	24.43%	Indirect Cost of Grant to Metro:	\$300,690.43				
*Indirect Costs allowed?	<input checked="" type="radio"/> Yes <input type="radio"/> No	% Allow.	17.88%	Ind. Cost Requested from Grantor:	\$220,084.00	in budget	
*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)							
Draw down allowable?	<input type="checkbox"/>						
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	FY24	\$1,230,754.00						\$1,230,754.00	\$300,690.43	\$220,084.00
Yr 2	FY25	\$0.00						\$0.00	\$0.00	\$0.00
Yr 3	FY26	\$0.00						\$0.00	\$0.00	\$0.00
Yr 4	FY27	\$0.00						\$0.00	\$0.00	\$0.00
Yr 5										
Total		\$1,230,754.00	\$0.00	\$0.00	\$0.00		\$0.00	\$1,230,754.00	\$300,690.43	\$220,084.00
Date Awarded:				05/13/24		-\$843,396.00	Contract#:	6 NE110E000029-02-05		
(or) Date Denied:										
(or) Date Withdrawn:										

Contact: juanita.paulsen@nashville.gov
vaughn.wilson@nashville.gov

GCP Rec'd
08/23/24

GCP Approved
08/26/24

VW



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NE11OE000029-02-05
FAIN# NE11OE000029
Federal Award Date: 05/13/2024

Recipient Information

1. Recipient Name
NASHVILLE & DAVIDSON COUNTY,
METROPOLITAN GOVERNMENT OF
311 23rd Ave N
Family Youth and Infant Health
Nashville, TN 37203-1503
(615) 862-8860

2. Congressional District of Recipient
05

3. Payment System Identifier (ID)
1620694743A3

4. Employer Identification Number (EIN)
620694743

5. Data Universal Numbering System (DUNS)
078217668

6. Recipient's Unique Entity Identifier (UEI)
LGZLHP6ZHM55

7. Project Director or Principal Investigator

Wyntress Patterson
People and Culture Bureau Director
wyntress.patterson@nashville.gov
615-340-5652

8. Authorized Official

Dr. Melva Black
Deputy Director
melva.black@nashville.gov
615-340-8549

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Patricia Sailor
GMS
tre9@cdc.gov
770 488 1520

10. Program Official Contact Information

Stephanie Williams
Program Officer
rww0@cdc.gov
4044984895

Federal Award Information

11. Award Number
6 NE11OE000029-02-05

12. Unique Federal Award Identification Number (FAIN)
NE11OE000029

13. Statutory Authority
317(K)(2) OF PHSA 42USC 247B(K)(2)

14. Federal Award Project Title
Metro Nashville Strengthening Public Health Infrastructure, Workforce and Data Systems

15. Assistance Listing Number
93.967

16. Assistance Listing Program Title
CDC's Collaboration with Academia to Strengthen Public Health

17. Award Action Type
Administrative Action

18. Is the Award R&D?
No

Summary Federal Award Financial Information

19. Budget Period Start Date	12/01/2023	- End Date	11/30/2024
20. Total Amount of Federal Funds Obligated by this Action			\$0.00
20a. Direct Cost Amount			(\$685,661.00)
20b. Indirect Cost Amount			(\$157,735.00)
21. Authorized Carryover			\$387,358.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$843,396.00
24. Total Approved Cost Sharing or Matching, where applicable			\$0.00
25. Total Federal and Non-Federal Approved this Budget Period			\$843,396.00
26. Period of Performance Start Date	12/01/2022	- End Date	11/30/2027
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance			\$9,421,679.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Mrs. Erica Stewart
Team Lead, Grants Management Officer

30. Remarks

Administrative correction: The purpose of this amended Notice of Award (NOA) is to correct the authorized carryover amount reflected on the NOA dated 04/30/2024.

Additional information required for Departmental Summit/Meeting Costs (\$10,000) and Environmental Health Inspection Resources (\$12,000). Please add itemized budget and justifications via grant note.



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NE11OE000029-02-05
FAIN# NE11OE000029
Federal Award Date: 05/13/2024

Recipient Information
<p>Recipient Name NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF 311 23rd Ave N Family Youth and Infant Health Nashville, TN 37203-1503 (615) 862-8860</p> <p>Congressional District of Recipient 05</p> <p>Payment Account Number and Type 1620694743A3</p> <p>Employer Identification Number (EIN) Data 620694743</p> <p>Universal Numbering System (DUNS) 078217668</p> <p>Recipient's Unique Entity Identifier (UEI) LGZLHP6ZHM55</p>
<p>31. Assistance Type Project Grant</p> <p>32. Type of Award Other</p>

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$0.00
b. Fringe Benefits	\$0.00
c. Total Personnel Costs	\$0.00
d. Equipment	\$109,795.00
e. Supplies	\$54,171.00
f. Travel	\$110,206.00
g. Construction	\$0.00
h. Other	\$639,998.00
i. Contractual	\$96,500.00
j. TOTAL DIRECT COSTS	\$1,010,670.00
k. INDIRECT COSTS	\$220,084.00
l. TOTAL APPROVED BUDGET	\$1,230,754.00
m. Federal Share	\$1,230,754.00
n. Non-Federal Share	\$0.00

34. Accounting Classification Codes							
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION	
3-9390JXA	23NE11OE000029A2	OE	410U	93.967	\$0.00	75-2224-0943	
3-9390LIZ	23NE11OE000029A1C6	OE	410U	93.967	\$0.00	75-X-0140	
4-9390LFF	23NE11OE000029A2	OE	410U	93.967	\$0.00	75-2324-0943	



DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NE11OE000029-02-05

FAIN# NE11OE000029

Federal Award Date: 05/13/2024

Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Signed by:
Gill C Wright III, MD
0480AC21E1CC408...
Director, Metro Public Health Department

8/12/2024
Date

Signed by:
Tené Hamilton Franklin
BEBF0BBF14D1480...
Chair, Board of Health

8/19/2024
Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Kevin Crumbo/mjw
Director, Department of Finance

9/4/2024 | 12:01 PM CDT
Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb
Director of Risk Management Services

9/4/2024 | 12:58 PM CDT
Date

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan
Metropolitan Attorney

9/4/2024 | 12:40 PM CDT
Date

Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

LEGISLATIVE TRACKING FORM

Filing for Council Meeting Date: 09/17/24

Resolution Ordinance

Contact/Prepared By: Brad Thompson

Date Prepared: 08/20/24

Title (Caption): This Centers for Disease Control and Prevention grant will create an action plan for Workforce Development

addresses eight priority strategies and will involve collaboration among internal and external partners. Amend. 4 approves carryover

of unobligated funds in the amount of \$387,358 from budget period 1 to budget period 2 for Strategy A2. This is in response to a request submitted by your organization dated January 31, 2024.

These funds have been distributed as indicated in the approved budget of this Notice of Award. This amendment mistakenly adds an additional \$834,396 in funding to be corrected in Amendment 5.

Submitted to Planning Commission? N/A Yes-Date: _____ Proposal No: _____

Proposing Department: Health Department Requested By: Health Department

Affected Department(s): Health Department Affected Council District(s): _____

Legislative Category (check one):

- | | | |
|---|--|--|
| <input type="checkbox"/> Bonds | <input type="checkbox"/> Contract Approval | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Budget - Pay Plan | <input type="checkbox"/> Donation | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Budget - 4% | <input type="checkbox"/> Easement Abandonment | <input type="checkbox"/> Maps |
| <input type="checkbox"/> Capital Improvements | <input type="checkbox"/> Easement Accept/Acquisition | <input type="checkbox"/> Master List A&E |
| <input type="checkbox"/> Capital Outlay Notes | <input checked="" type="checkbox"/> Grant | <input type="checkbox"/> Settlement of Claims/Lawsuits |
| <input type="checkbox"/> Code Amendment | <input type="checkbox"/> Grant Application | <input type="checkbox"/> Street/Highway Improvements |
| <input type="checkbox"/> Condemnation | <input type="checkbox"/> Improvement Acc. | <input type="checkbox"/> Other: _____ |

FINANCE Amount +/-: \$ <u>\$ 1,230,754.00</u> Funding Source: Capital Improvement Budget Capital Outlay Notes Departmental/Agency Budget Funds to Metro General Obligation Bonds Grant Increased Revenue Sources	Match: \$ <u>\$ 0.00</u> Judgments and Losses Local Government Investment Project Revenue Bonds Self-Insured Liability Solid Waste Reserve Unappropriated Fund Balance 4% Fund Other: _____ Date to Finance Director's Office: _____
Approved by OMB: <u>Jason Pratt</u> Approved by Finance/Accounts: _____ <small>RW</small> Approved by Div Grants Coordination: <u>Daughen Wilson</u>	APPROVED BY FINANCE DIRECTOR'S OFFICE: _____

ADMINISTRATION	
Council District Member Sponsors: _____	
Council Committee Chair Sponsors: _____	
Approved by Administration: _____	Date: _____

DEPARTMENT OF LAW	
Date to Dept. of Law: _____	Approved by Department of Law: _____
Settlement Resolution/Memorandum Approved by: _____	
Date to Council: _____	For Council Meeting: _____ <input type="checkbox"/> E-mailed Clerk
<input type="checkbox"/> All Dept. Signatures <input type="checkbox"/> Copies <input type="checkbox"/> Backing <input type="checkbox"/> Legislative Summary <input type="checkbox"/> Settlement Memo <input type="checkbox"/> Clerk Letter <input type="checkbox"/> Ready to File	

Department of Law – White Copy

Administration –Yellow Copy

Finance Department - Pink Copy

GRANT SUMMARY SHEET

Grant Name: StrengtheningUSPublicHlthInfrastructureWorkforceDataSystems
 rategA2FoundationalCapabilities 22-27 Amend4

Department: HEALTH DEPARTMENT

Grantor: CENTERS FOR DISEASE CONTROL & PREVENTION

**Pass-Through Grantor
 (If applicable):**

Total Award this Action: \$1,230,754.00

Cash Match Amount \$0.00

Department Contact: Brad Thompson
 340-0407

Status: AMENDMENT

Program Description:

This Centers for Disease Control and Prevention grant will create an action plan for Workforce Development addresses eight priority strategies and will involve collaboration among internal and external partners. MPHD will also support innovative changes in key areas and implement system changes that have a meaningful impact across public health areas and strengthen our Foundational Capabilities. Proposed efforts address four specific Foundational Capabilities strategies that will catalyze changes in how MPHD is organized and functions to use resources to enhance public health practice. Consequently, these efforts will remove barriers to services, reduce health disparities and build sustainable partnerships, community capacity and trust in the immediate and future public health efforts.Strategy A2 Foundational Capabilities. Amend. 4 approves carryover of unobligated funds in the amount of \$387,358 from budget period 1 to budget period 2 for Strategy A2. This is in response to a request submitted by your organization dated January 31, 2024. These funds have been distributed as indicated in the approved budget of this Notice of Award. This amendment mistakenly adds an additional \$834,396 in funding to be corrected in Amendment 5.

Plan for continuation of services upon grant expiration:

Services would be discontinued.

Grants Tracking Form

Part One

Pre-Application <input type="radio"/>		Application <input type="radio"/>		Award Acceptance <input type="radio"/>		Contract Amendment <input checked="" type="radio"/>	
Department	Dept. No.	Contact			Phone	Fax	
HEALTH DEPARTMENT	038	Brad Thompson			340-0407		
Grant Name: Strengthening US Public Hlth Infrastructure, Workforce & Data Systems Strategy A2 Foundational Capabilities 22-27 Amend.4							
Grantor: CENTERS FOR DISEASE CONTROL & PREVENTION Other:							
Grant Period From: 12/01/22		<small>(applications only)</small> Anticipated Application Date:					
Grant Period To: 11/30/27		<small>(applications only)</small> Application Deadline:					
Funding Type:	FED DIRECT	Multi-Department Grant		<input type="checkbox"/> If yes, list below.			
Pass-Thru:		Outside Consultant Project:		<input type="checkbox"/>			
Award Type:	COMPETITIVE	Total Award:		\$1,230,754.00			
Status:	AMENDMENT	Metro Cash Match:		\$0.00			
Metro Category:	Est. Prior.	Metro In-Kind Match:		\$0.00			
CFDA #	93.967	Is Council approval required?		<input type="checkbox"/>			
Project Description:		Applic. Submitted Electronically? <input type="checkbox"/>					
<p>This Centers for Disease Control and Prevention grant will create an action plan for Workforce Development addresses eight priority strategies and will involve collaboration among internal and external partners. MPHD will also support innovative changes in key areas and implement system changes that have a meaningful impact across public health areas and strengthen our Foundational Capabilities. Proposed efforts address four specific Foundational Capabilities strategies that will catalyze changes in how MPHD is organized and functions to use resources to enhance public health practice. Consequently, these efforts will remove barriers to services, reduce health disparities and build sustainable partnerships, community capacity and trust in the immediate and future public health efforts.Strategy A2 Foundational Capabilities. Amend. 4 approves carryover of unobligated funds in the amount of \$387,358 from budget period 1 to budget period 2 for Strategy A2. This is in response to a request submitted by your organization dated January 31, 2024. These funds have been distributed as indicated in the approved budget of this Notice of Award. This amendment mistakenly adds an additional \$834,396 in funding to be corrected in Amendment 5.</p>							
Plan for continuation of service after expiration of grant/Budgetary Impact:							
Services would be discontinued.							
How is Match Determined?							
Fixed Amount of \$		or		% of Grant		Other: <input type="checkbox"/>	
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?				Fund		Business Unit	
Is not budgeted?				Proposed Source of Match:			
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)							
Other:							
Number of FTEs the grant will fund:		22.00		Actual number of positions added:		8.00	
Departmental Indirect Cost Rate		24.43%		Indirect Cost of Grant to Metro:		\$506,743.88	
*Indirect Costs allowed? <input checked="" type="radio"/> Yes <input type="radio"/> No		% Allow. 18.22%		Ind. Cost Requested from Grantor:		\$377,819.00	
*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)							
Draw down allowable? <input type="checkbox"/>							
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	FY24	\$2,074,150.00						\$2,074,150.00	\$506,743.88	\$377,819.00
Yr 2	FY25	\$0.00						\$0.00	\$0.00	\$0.00
Yr 3	FY26	\$0.00						\$0.00	\$0.00	\$0.00
Yr 4	FY27	\$0.00						\$0.00	\$0.00	\$0.00
Yr 5										
Total		\$2,074,150.00	\$0.00	\$0.00	\$0.00		\$0.00	\$2,074,150.00	\$506,743.88	\$377,819.00
Date Awarded:				04/30/24	Match Source (Fund, BU)		\$1,230,754.00	Contract#:		6 NE110E000029-02-04
(or) Date Denied:										
(or) Date Withdrawn:										

Contact: juanita.paulsen@nashville.gov
vaughn.wilson@nashville.gov

Rev. 5/13/13
5893

GCP Rec'd
08/23/24

GCP Approved
08/23/24

VW



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NE11OE000029-02-04

FAIN# NE11OE000029

Federal Award Date: 04/30/2024

Recipient Information

1. Recipient Name

NASHVILLE & DAVIDSON COUNTY,
METROPOLITAN GOVERNMENT OF
311 23rd Ave N
Family Youth and Infant Health
Nashville, TN 37203-1503
(615) 862-8860

2. Congressional District of Recipient
05

3. Payment System Identifier (ID)
1620694743A3

4. Employer Identification Number (EIN)
620694743

5. Data Universal Numbering System (DUNS)
078217668

6. Recipient's Unique Entity Identifier (UEI)
LGZLHP6ZHM55

7. Project Director or Principal Investigator

Wyntress Patterson
People and Culture Bureau Director
wyntress.patterson@nashville.gov
615-340-5652

8. Authorized Official

Dr. Melva Black
Deputy Director
melva.black@nashville.gov
615-340-8549

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Patricia Sailor
GMS
tre9@cdc.gov
770 488 1520

10. Program Official Contact Information

Stephanie Williams
Program Officer
rww0@cdc.gov
4044984895

Federal Award Information

11. Award Number

6 NE11OE000029-02-04

12. Unique Federal Award Identification Number (FAIN)

NE11OE000029

13. Statutory Authority

317(K)(2) OF PHSA 42USC 247B(K)(2)

14. Federal Award Project Title

Metro Nashville Strengthening Public Health Infrastructure, Workforce and Data Systems

15. Assistance Listing Number

93.967

16. Assistance Listing Program Title

CDC's Collaboration with Academia to Strengthen Public Health

17. Award Action Type

Carryover of Funds

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	12/01/2023	- End Date	11/30/2024
20. Total Amount of Federal Funds Obligated by this Action			\$0.00
20a. Direct Cost Amount			\$325,009.00
20b. Indirect Cost Amount			\$62,349.00
21. Authorized Carryover			\$1,230,754.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$843,396.00
24. Total Approved Cost Sharing or Matching, where applicable			\$0.00
25. Total Federal and Non-Federal Approved this Budget Period			\$843,396.00
26. Period of Performance Start Date	12/01/2022	- End Date	11/30/2027
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance			\$9,421,679.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Mrs. Erica Stewart
Team Lead, Grants Management Officer

30. Remarks



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NE11OE000029-02-04
FAIN# NE11OE000029
Federal Award Date: 04/30/2024

Recipient Information	
Recipient Name NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF 311 23rd Ave N Family Youth and Infant Health Nashville, TN 37203-1503 (615) 862-8860	
Congressional District of Recipient 05	
Payment Account Number and Type 1620694743A3	
Employer Identification Number (EIN) Data 620694743	
Universal Numbering System (DUNS) 078217668	
Recipient's Unique Entity Identifier (UEI) LGZLHP6ZHM55	
31. Assistance Type Project Grant	
32. Type of Award Other	

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$0.00
b. Fringe Benefits	\$0.00
c. Total Personnel Costs	\$0.00
d. Equipment	\$149,795.00
e. Supplies	\$95,801.00
f. Travel	\$219,506.00
g. Construction	\$0.00
h. Other	\$1,134,729.00
i. Contractual	\$96,500.00
j. TOTAL DIRECT COSTS	\$1,696,331.00
k. INDIRECT COSTS	\$377,819.00
l. TOTAL APPROVED BUDGET	\$2,074,150.00
m. Federal Share	\$2,074,150.00
n. Non-Federal Share	\$0.00

34. Accounting Classification Codes							
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION	
3-9390JXA	23NE11OE000029A2	OE	410U	93.967	\$0.00	75-2224-0943	
3-9390LIZ	23NE11OE000029A1C6	OE	410U	93.967	\$0.00	75-X-0140	
4-9390LFF	23NE11OE000029A2	OE	410U	93.967	\$0.00	75-2324-0943	



DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NE11OE000029-02-04

FAIN# NE11OE000029

Federal Award Date: 04/30/2024

Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

AWARD ATTACHMENTS

NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT
OF

6 NE11OE000029-02-
04

1. Terms and Conditions

ADDITIONAL TERMS AND CONDITIONS OF AWARD

The General Terms and Conditions for [non-research](#) grants and cooperative agreements have been updated, effective January 23, 2024, to reflect current regulations and requirements for federal financial assistance.

Carryover: The purpose of this amended Notice of Award is to approve carryover of unobligated funds in the amount of \$387,358 from budget period 1 to budget period 2 for Strategy A2. This is in response to a request submitted by your organization dated January 31, 2024. These funds have been distributed as indicated in the approved budget of this Notice of Award.

Prior approved is only required for carryover if you plan to use unobligated funds for activities not supported by your approved workplan (i.e., new n-scope activities). Under Expanded Authority recipients may use unobligated funds for purposes within the scope of the project as originally approved. Recipients will report use, or intended use, of carried over unobligated funds in Section 12 "Remarks" of the annual Federal Financial Report.

Stewardship: Please be advised that recipients must exercise proper stewardship over Federal funds by ensuring that all cost charged to their cooperative agreement are allowable, allocable, necessary, and reasonable.

All costs must be applied consistently for all work of the organization under similar circumstances, and in line with the goals and objectives outlined in and approved budget and work plans.

All other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed in writing, by the Grants Management Officer.

PLEASE REFERENCE YOUR AWARD NUMBER ON ALL CORRESPONDENCE

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Signed by:
Gill C Wright III, MD
0460AC21E1CC408...
Director, Metro Public Health Department

8/12/2024
Date

Signed by:
Tené Hamilton Franklin
BEBF0BBF14D1480...
Chair, Board of Health

8/19/2024
Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Ferria Crumley
Director, Department of Finance

9/4/2024 | 12:01 PM CDT
Date

APPROVED AS TO RISK AND INSURANCE:

Balagun Cobb
Director of Risk Management Services

9/4/2024 | 12:58 PM CDT
Date

APPROVED AS TO FORM AND LEGALITY:

Courtney Mahan
Metropolitan Attorney

9/4/2024 | 12:40 PM CDT
Date

Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

1/31/2024

Centers for Disease Control and Prevention
Office of Grant Services

Re: 6 NE11OE000029-02-00

NOFO Number and Title: CDC RFA-OE-22-2203 Metro Nashville Strengthening Public Health Infrastructure, Workforce and Data Systems

Dear Grant Management Specialist:

This letter is to request approval to carryover unobligated funds in the amount of \$387,357.44 from Component A2 from Budget Year 1 to Budget Year 2 under the Notice of Award listed above. Included in this request is the most recent Federal Financial Report (FFR), submitted as an interim FFR pursuant to guidance by the Grant Management Specialist. Funds from the previous year were unobligated because of imbalance in our original budget and refocusing of the Department’s strategic priorities that required the realignment and reallocation of funds into categories that will allow Metropolitan Public Health Department (MPHD) to achieve the goals of the Infrastructure Grant more effectively.

Funds are requested to continue MPHD’s work to complete the objectives and activities in the workplans for both Components A1 and A2 in Year 1. No change to the approved workplans is required. The proposed budget changes outlined by this action remain within the scope of the original Notice of Funding Opportunity. All carried over funds are expected to be expended by the end of Budget Year 2.

Below is a table outlining the proposed change. The third column incorporates categorical reallocation of funds. Detailed explanations of these revisions can be found in the attached A1 and A2 Budget Narrative and Worksheets submitted with this request and following the table below.

COST CATEGORY	ORIGINAL BUDGET	PROPOSED CARRYOVER	NEW REVISED BUDGET TOTAL
Personnel	\$4,072,708	\$0	\$3,973,809
Fringe Benefits	\$1,811,738	\$0	\$1,673,978
Travel	\$155,889	\$905.65	\$435,890.65
Equipment	\$65,780	\$69,795	\$109,795
Supplies	\$80,080	\$12,540.75	\$75,540.75
Contractual	\$149,250	\$96,500	\$121,000
Other	\$1,249,341	\$145,267.49	\$1,127,399.49
Total Direct Costs	\$7,584,786	\$325,008.89	\$7,517,412.89
Indirect Costs	\$1,836,893	\$62,348.55	\$1,809,680.55
Total Costs	\$9,421,679	\$387,357.44	\$9,327,093.44

Please see the following Budget Narratives for A1 and A2:

A1: Workforce Development

A1: Workforce Development budget Provided below are proposed changes to the original budget for the Nashville Metropolitan Public Health Department’s CDC RFA-OE-22-2203 Strengthening Public Health Infrastructure, Workforce and Data Systems grant #NE11OE000029-01-01. Budget adjustments were made to align with the current approved A1 workplan with no further anticipated work plan change requests in this amendment.

Items Adjusted, Deferred or Removed from A1 (by section)

Total Salaries

Item Description	Change Type	Budget Amount change (\$)
<i>Workforce Development Director</i>	ADJUSTMENT	-\$6,003.00
<i>Data Modernization coordinator</i>	DEFERRED	-\$180,496.00
<i>Grant Director</i>	ADJUSTMENT	\$21,050.00
<i>Finance Officer</i>	ADJUSTMENT	\$21,990.00
<i>Program manager</i>	ADJUSTMENT	\$53,382.00
<i>HR recruitment Officer</i>	No Change	\$0
<i>Office support specialist</i>	ADJUSTMENT	\$28,150.00
<i>Partnerships coordinator PHA1</i>	REMOVED	-\$163,834.00
<i>Partnerships manager</i>	ADJUSTMENT	\$139,693.00
<i>Program Manager PHA2</i>	REMOVED	-\$328,511.00
<i>QI Coordinator PS3</i>	REMOVED	-\$172,397.00
<i>CHW Manager PS3</i>	REMOVED	-\$88,199.00
<i>CHW Director HM2</i>	DEFERRED	-\$43,278.00
<i>CHW x6, OW1</i>	DEFERRED	-\$186,895.00
<i>NSB Care Managers x6 PS2</i>	ADJUSTMENT	\$57,150.00
<i>Project Manager</i>	ADDED	\$320,000.00

Salary adjustments were made to reflect actual pay rates over the budget period. Several positions are being deferred for various reasons; however, funding will be allocated at the time of hiring. During the workplan revision process it was determined that a number of positions needed to be removed to create more efficiency and effectiveness in advancing the work under this grant. Added positions (i.e., project manager) were included to support the purchasing and RFP process.

- Workforce Development Director salary is adjusted for time of hire versus the full period of the grant.
- Data Modernization coordinator hiring period has been delayed to 2025 to allow time for internal data assessment and consultation with the TN State Data Director.
- Grant Director salary adjusted to reflect actual spend over the period of the grant.
- Finance Officer salary adjusted to reflect actual spend over the period of the grant.
- Program manager salary adjusted to reflect actual spend over the period of the grant.
- Office support specialist salary adjusted to reflect actual spend over the period of the grant.
- Partnerships Coordinator position was determined to not be a critical need to advance work of the grant and is thereby removed.

- Partnerships Manager salary adjusted to reflect actual spend over the period of the grant.
- Program Manager position is managed externally and is thereby removed.
- QI Coordinator position is not directly connected to the grant and is thereby removed.
- CHW Manager position was determined to not be a critical need to advance work of the grant and is thereby removed.
- CHW Director position is currently funded through another source; however, it is being deferred until 2025 for funding under this grant.
- CHW – 6 Positions currently funded through another source; however, it is being deferred until 2025 for funding under this grant.
- Nashville Strong Babies program manager salary total adjusted to reflect actual salary spend over the period of the grant.
- Project Manager role is being added to oversee the purchasing and RFP process for the grant to ensure MPH is successful in completing grant objectives and strategies. This replaces the program manager role that was removed and remains in alignment with the workplan.

Fringe Benefits:

Item Description	Change Type	Budget Amount change (\$)
<i>Fringe Benefits</i>	ADJUSTMENT	-\$137,762.00

- The new total for fringe benefits reflects the changes in the total salaries.

Indirect Cost

- There was no change to the indirect cost total.

Contractual/Consultant:

Item Description		Budget Amount change (\$)
<i>Workforce Consultant</i>	ADJUSTMENT	-\$24,500.00

- The amount of time needed for a workforce consultant has been reassessed and the budget adjustment reflected.

Equipment:

- There are no items in this category.

Other:

Item Description		Budget Amount change (\$)
<i>Workforce Development Program resources</i>	ADJUSTMENT	\$110,000.00
<i>DEA Registration</i>	REMOVED	-\$10,656.00
<i>Continuing Education for Clinicians</i>	REMOVED	-\$30,000.00
<i>Medical Services Professional Development</i>	ADJUSTMENT	\$30,922.00
<i>Nurses Clinical Ladder</i>	ADJUSTMENT	-\$30,000.00
<i>Learning and Development Resources</i>	ADJUSTMENT	\$36,750.00
<i>Professional Administrative Assistant PACE development</i>	ADJUSTMENT	\$11,675.00

- *Workforce Development Program resources* was increased to allow for expansion of staff professional development opportunities.
- *DEA Registration* was removed due to the limitation of the number of staff that could be accommodated in this professional development opportunity. The Department wants to ensure maximum staff access to these types of engagements.
- *Continuing Education for Clinicians* was removed and changed to *Medical Services Professional Development* to accommodate more diverse and a greater number of staff.
- *Nurses Clinical Ladder* would require a permanent pay change which is not sustainable for the Department nor funding associated with the grant; therefore, it is being removed.
- *Learning and Development Resources* was increased to allow for the purchase of supervisory and management training courses that can be contained in the MPHD’s LMS.
- *Professional Administrative Assistant PACE registration* was increased to accommodate administrative assistants benefitting from professional training and development.

Supplies:

Item Description		Budget Amount change (\$)
<i>PHI Grant Staff office supplies</i>	ADJUSTMENT	-\$7,160.00
<i>HR /MPHD Outreach supplies</i>	ADDED	\$11,370.00

- *General office supplies* were changed to *PHI Grant staff office supplies* and a budget adjustment made that reflects staff affiliated with the grant.
- *HR/MPHD Outreach supplies* was added as a category to allow for online job postings, advertising, and print media materials aimed at educating the public about MPHD’s services and career opportunities.

Travel:

Item Description		Budget Amount change (\$)
<i>Out of state travel</i>	ADJUSTMENT	\$307,685.00
<i>Per Diem & Lodging</i>	REMOVED	-\$16,245.00
<i>Ground Transportation</i>	REMOVED	-\$756.00

- *Out of state travel* budget was significantly increased to reflect PHI Grant team annual reverse site visits travel, as well as out of state visits to other grant recipient counties and agencies. This grant requirement was underestimated in the original budget.
- *Per Diem and Lodging* was removed and now included in out of state travel.
- *Ground Transportation* was removed and now included in out of state travel.

Destination	Cost Build Up	Travelers and Justification
PHI Grant Reverse Site Visit – 2024 San Diego	Flight - \$800.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Staff: Grant Director (TBD); Nicholas Tompkins, Workforce Development Director; Wyntress Patterson, Principal Investigator; Jacob Lorber, Grant Evaluator; Dr. Melva Black, Agent of Record; Grant Project Manager (TBD)
PHI Grant site Visit 2024 Mecklenburg County NC	Flight - \$800.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Staff: Grant Director (TBD); Nicholas Tompkins, Workforce Development Director; Wyntress Patterson, Principal Investigator; Dr. Melva Black, Agent of Record; Dr. Fonda Harris, Bureau Chief; Dr. Joanna Shaw Kai-Kai, Medical Services Director
PHI Grant Reverse Site Visit – 2025	Flight - \$800.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Staff: Grant Director (TBD); Nicholas Tompkins, Workforce Development Director; Wyntress Patterson, Principal Investigator; Jacob Lorber, Grant Evaluator; Dr. Melva Black, Agent of Record; Grant Project Manager (TBD)
PHI Grant site Visit 2025 TBD	Flight - \$1000.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Staff: Grant Director (TBD); Nicholas Tompkins, Workforce Development Director; Wyntress Patterson, Principal Investigator; Dr. Melva Black, Agent of Record; Dr. Fonda Harris, Bureau Chief; Dr. Gill Wright, Director of Health; Dr. Joanna Shaw Kai-Kai, Medical Services Director
PHI Grant Reverse Site Visit – 2026	Flight - \$1000.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Staff: Grant Director (TBD); Nicholas Tompkins, Workforce Development Director; Wyntress Patterson, Principal Investigator; Jacob Lorber, Grant Evaluator; Dr. Melva Black, Agent of Record; Grant Project Manager (TBD)
PHI Grant site Visit 2026 TBD	Flight - \$1000.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Staff: Grant Director (TBD); Nicholas Tompkins, Workforce Development Director; Wyntress Patterson, Principal Investigator; Dr. Melva Black, Agent of Record; Dr. Fonda Harris, Bureau Chief; Dr. Gill Wright, Director of Health; Dr. Joanna Shaw Kai-Kai, Medical Services Director
PHI Grant Reverse Site Visit – 2027	Flight - \$1000.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Staff: Grant Director (TBD), Nicholas Tompkins, Workforce Development Director; Wyntress Patterson, Principal Investigator; Jacob Lorber, Grant Evaluator; Dr. Black, Agent of Record; Grant Project Manager (TBD)

PHI Grant site Visit 2027 TBD	Flight - \$1000.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Workforce Development Director; Wyntress Patterson, Principal Investigator; Dr. Melva Black, Agent of Record; Dr. Fonda Harris, Bureau Chief; Dr. Gill Wright, Director of Health; Dr. Joanna Shaw Kai-Kai, Medical Services Director
PHI Grant Reverse Site Visit – 2028	Flight - \$1000.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Staff: Grant Director (TBD); Nicholas Tompkins, Workforce Development Director; Wyntress Patterson, Principal Investigator; Jacob Lorber, Grant Evaluator; Dr. Melva Black, Agent of Record; Grant Project Manager (TBD)
PHI Grant site Visit 2028 TBD	Flight - \$1000.00, Lodging – 1200.00, Per Diem – 800.00. All per traveler	Workforce Development Director; Wyntress Patterson, Principal Investigator; Dr. Melva Black, Agent of Record; Dr. Fonda Harris, Bureau Chief; Dr. Gill Wright, Director of Health; Dr. Joanna Shaw Kai-Kai, Medical Services Director

A2: Foundational Capabilities

Provided below are proposed changes to **A2: Foundational Capabilities Budget Period 1** from what was originally submitted as part of the Notice of Award for Metropolitan Public Health Department of Nashville-Davidson County. This is meant to solely document and outline proposed changes and does not constitute an up-to-date expenditure report or any request for the carryover of funding to Budget Period 2. Any proposed changes are seen as aligned with the current approved work plan for A2 and no anticipated changes to the workplan are needed currently.

Contractual/Consultant:

Item Description		Budget Amount Change (\$)
Facilitation	REMOVED	-\$3,750

- *Facilitation* consultant has been reassessed and duties determined to be accomplished within the department as opposed to external contracting. The amount for this line item has decreased annually and been reassigned to the “Other” budget section.

Equipment:

Item Description		Budget Amount Change (\$)
Tabletop Tablet Capsule Counter	ADJUSTMENT	\$1,215
Colposcopes (3 units)	ADJUSTMENT	-\$55
Ultrasound Machine (1 unit)	ADJUSTMENT	-\$30
Pharmacy Smartpack	ADDED	\$11,000
Smartboards	ADDED	\$50,000

- The tabletop tablet capsule counter price will be adjusted from \$7,580 to \$8,795.
- The total cost of three colposcopes has been adjusted from \$22,000. The actual cost per unit is \$7,315.
- The actual cost of the ultrasound machine is \$6,970, reduced from \$7,000.
- *Pharmacy Smartpack* and *Tabletop Tablet Capsule Counter* will advance technology, production, and service delivery of the MPHD’s pharmacy operation by more than a decade, adding increased efficiency and effectiveness. The Pharmacy Smartpack is an automated system that packages all

patient’s medications into easily kept and accessible daily packs. This will help MPHD pharmacist track and organize prescription fills for community members requiring multiple medications. The Tabletop Capsule Counter allows the technician to fill bottles and tablet containers quickly and accurately when packing multiple of the same type of medications. Additions like these will ease staff workflow, contribute to increased staff job satisfaction, and increase the capabilities of our Clinical Services Bureau in serving community members.

- Ten smartboards will be purchased at an expected cost of \$5,000 per unit. This is only the price of the equipment and does not include the cost of service or installation of the units. These will allow MPHD offices to improve A/V capability for trainings, internal and external meetings, as well as provide timely public information messaging.

Other:

Item Description		Budget Amount Change (\$)
<i>Communication Infrastructure Updates</i>	REMOVED	-\$3,000
<i>Finance Infrastructure Updates</i>	REMOVED	-\$1,000
<i>Health in All Policies and Health Equity</i>	REMOVED	-\$75,225
<i>GARE Membership</i>	REMOVED	-\$2,000
<i>Social Services Partnership Resources</i>	REMOVED	-\$40,000
<i>Learning and Development Hub Training</i>	ADJUSTMENT	-\$3,250.35
<i>Facilitation</i>	ADDED	\$1,032.77
<i>Departmental Summit/Meeting Costs</i>	ADDED	\$10,000
<i>Environmental Health Inspection Resources</i>	ADDED	\$12,000
<i>Install/Service Cost for Pharmacy Equipment</i>	ADDED	\$3,495
<i>Expected IT Service Cost for New Equipment</i>	ADDED	\$15,000
<i>CultureCon Registration Costs</i>	ADDED	\$225
<i>NNPHI Open Forum Registration Costs</i>	ADDED	\$1,975
<i>People 2030 Conference Registration Costs</i>	ADDED	\$3,390
<i>TN Dental Association State Conference Registration Costs</i>	ADDED	\$3,790
<i>STD Engage Conference Registration Costs</i>	ADDED	\$1,750
<i>RecFest 2023 registration costs</i>	ADDED	\$596
<i>Ignite NeoGov Conference registration costs</i>	ADDED	\$3,597
<i>National TB Controllers Conf registrations cost</i>	ADDED	\$3,900

- *Communication Infrastructure Updates* was deemed as redundant, and the funding already allocated to *Communications* was determined to be sufficient to achieve the goals outlined in the work plan. *Communications* has also been renamed *Public Education and Awareness Communications* to provide a greater deal of specificity.

- *Health in All Policies and Health Equity* is currently in a programmatic phase where funding in BP1 is not required. Additional funds for HiAP programming are likely required in future budget periods and will be allocated accordingly.
- The *GARE Membership* currently is being reprioritized by the Department. Work is being done as part of other projects to formalize an anti-racist declaration and anti-racism has been included as an implied practice of Health Equity work and strategy accepted by the department.
- *Learning and Development Hub Training* was originally named as “Department Health Equity Training.” The amount was decreased from \$42,500 to \$39,249.75 based on need in other areas. The reduced amount also includes \$750.25 that is reallocated for the purchase of a digital projector now listed under supplies. This name change is meant to expand the intention of this funding to incorporate an inclusive training menu for internal professional development including health equity. This funding will be utilized to access, gain rights to, and sustain training resources that will be part of a larger resource library managed by MPHD’s Learning and Development Hub Manager, a position housed within the Health Equity Bureau. We do not foresee any need to revise the A2 workplan based on this budgetary change, as this will continue to contribute to successful achievement of milestones for both A1 and A2.
- *Facilitation*, as aforementioned, has been reassigned to this section. The Department will conduct internal facilitation led by staff and forego external contracting for this service.
- Originally titled “Meeting/Summit Convening Costs,” this budget item has been increased by \$1,500 to account for costs associated with MPHD’s *CultureFest*, an internal event organized by staff highlighting diversity among employees, including cultures, food, music, dance, and providing education about the cross-section of MPHD programs and their community impact. This activity is also meant to enhance morale, support retention, and drive further interest in the work of the Department. The line-item name change associates more appropriately with internal events focused on equity and diversity. This was also originally submitted under “Supplies” but determined to be more appropriately suited for the “Other” category.
- Environmental health inspection resources were originally listed under “Supplies” but is more appropriately assigned to “Other.” This funding is being allocated to pay for wireless services for inspectors. There is no change in the allocated amount.
- The final eight items are all professional development conference registration costs. Detailed conference travel can be found on the attached A2 budget.

Supplies:

Item Description		Budget Amount Change (\$)
<i>General Office Supplies</i>	ADDED	\$3,000
<i>Printed Materials</i>	REMOVED	-\$550
<i>General Office Supplies Data Modernization</i>	REMOVED	-\$240
<i>Meeting/Summit Convening Costs</i>	REMOVED	-\$8,500
<i>Environmental Health Inspection Supplies</i>	REMOVED	-\$12,000
<i>Over Ear Headphones</i>	ADDED	\$50
<i>USB/XLR Mic</i>	ADDED	\$448
<i>Boom Arm Microphone</i>	ADDED	\$198

<i>USB Audio Interface</i>	ADDED	\$157
<i>Lavelier Mics</i>	ADDED	\$756
<i>Camera-mount directional microphone</i>	ADDED	\$99
<i>Teleprompter</i>	ADDED	\$199
<i>Go Pro Camera</i>	ADDED	\$698
<i>Camera - Canon EOS Rebel</i>	ADDED	\$858
<i>Photo backdrop</i>	ADDED	\$19
<i>Tripod</i>	ADDED	\$60
<i>Macbook Pro for A/V Editing</i>	ADDED	\$3,999
<i>Digital Projector</i>	ADDED	\$750

- This change is to accommodate \$50 per month for general supplies for staff assigned to this grant. Initially, this item was included as part of the A1 budget, but has been reallocated to this section of the A2 budget.
- All A/V equipment is for use by the MPHD Communication team to advance communication capabilities beyond their current capacity. Audio and video content will be created that aligns with a new communications plan and strategy that allows the department to more effectively and efficiently inform the community on and promote public health activities and initiatives.

Travel:

Item Description		Budget Amount Change (\$)
<i>Per Diem & Lodging</i>	REMOVED	-\$5,742
<i>Ground Transportation</i>	REMOVED	-\$100
<i>In State Travel</i>	REMOVED	-\$2337.50
<i>Out of State Travel</i>	ADJUSTMENT	\$23,490

- Per Diem and Lodging will continue to be covered under Out of State Travel, with a cost build up listed in the table below.
- *In State Travel* has been reduced to \$0 due to the low cost of expected expenditures in this area. There will likely be very few times where this is needed; however, funds from other sources for this purpose are available should need arise.
- *Out of State Travel* has been increased to \$25,648 to account for more professional development opportunities for the MPHD’s Public Health Infrastructure team. This is the exact cost of travel for staff attending professional development opportunities during Budget Period 1. Below is a detailed travel breakdown. More information can be found in the attached A2 budget.

Destination	Cost Build Up	Travelers and Justification
PHI Grant Reverse Site Visit - Chicago	Flight - \$279.99, Lodging - 1531.47, Per Diem - 675.93. All per traveler	Staff - Dr. Erika Leslie, Project Director, Nicholas Tompkins, Workforce Development Director. PHI Grant Reverse Site Visit.
CultureCon - New York City, October 7-8, 2023	Flight - \$413, Lodging - \$284.70, Per Diem - 292.21, all per traveler	Staff - Christian Sinclair, Communications Associate. Communications and networking professional development for MPHD Communications staff member
NNPHI Open Forum Conference – Indianapolis, September 27-29, 2023	Lodging - \$512.46, per diem - 102.19, all per traveler	Staff - Dr. Melva Black, Deputy Director Deputy Director/Grant AOR and Wyntress Patterson, JD, Human Resources Manager. PHI Grant training, development, and networking for grant staff
People 2030 Conference - New York City, November 2-3, 2023	Flight - \$347.97, Lodging - \$1814.37, per diem - \$352.37, all per traveler	Staff - Dr. Melva Black, Deputy Director/Grant AOR and Wyntress Patterson, JD, Human Resources Manager. Leadership and HR development for HR manager and Deputy Director
STD Engage Conference – New Orleans, May 16-18, 2023	Flight - \$339.45, lodging - \$664.37, Per Diem - \$129.17, for two travelers: Talia Monget and Christine Fouch; Per Diem only - 128.35 for Alexis Ayers	Staff - Alexis Ayers, Community Disease Investigator, Christine Fouch, Public Health Nurse, and Talia Monget, Ryan White team member. Training, development, policy updates, and networking for MPHD STI/Sexual health clinic staff
National TB Controllers Conference – Atlanta, June 12-15, 2023	No travel cost charged, Lodging - \$852.32, per diem - \$426.47 per traveler.	Staff included Sabrina Cook, Public Health Nurse Practitioner, Willie Hodges, TB Elimination Manager, Khalid Kader, Communicable Disease Investigator, Helen Nnanwude, Public Health Nurse, April Dawn, Public Health Nurse, Karen Rogers, Public Health Nurse. Training, development, policy updates, and networking for MPHD TB Prevention staff
Ignite NeoGov Conference – Las Vegas, October 17-19, 2023	Flights - \$465.39, Lodging - \$460.32, per diem - \$193.27 per traveler	Staff - Wyntress Patterson, JD, HR Manager, Nicholas Tompkins, Workforce Development Director, Tony Driver, HR Specialist. Training, development, policy updates, and networking for MPHD Human Resources and Workforce Development Staff

If you have any questions regarding this request, please feel free to contact Dr. Melva Black, Deputy Director at 615.340.8549 or by email at melva.black@nashville.gov.

Sincerely,

Dr. Melva Black,

Authorized Organizational Representative

LEGISLATIVE TRACKING FORM

Filing for Council Meeting Date: 09/17/24

Resolution Ordinance

Contact/Prepared By: Brad Thompson

Date Prepared: 08/20/24

Title (Caption): This Centers for Disease Control and Prevention grant will create an action plan for Workforce Development

addresses eight priority strategies and will involve collaboration among internal and external partners. Amendment 3

changes key personnel: The purpose of this amendment is to approve the Principle Investigator change to Wyntress Patterson.

Submitted to Planning Commission? N/A Yes-Date: _____ Proposal No: _____

Proposing Department: Health Department Requested By: Health Department

Affected Department(s): Health Department Affected Council District(s): _____

Legislative Category (check one):

- | | | |
|---|--|--|
| <input type="checkbox"/> Bonds | <input type="checkbox"/> Contract Approval | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Budget - Pay Plan | <input type="checkbox"/> Donation | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Budget - 4% | <input type="checkbox"/> Easement Abandonment | <input type="checkbox"/> Maps |
| <input type="checkbox"/> Capital Improvements | <input type="checkbox"/> Easement Accept/Acquisition | <input type="checkbox"/> Master List A&E |
| <input type="checkbox"/> Capital Outlay Notes | <input checked="" type="checkbox"/> Grant | <input type="checkbox"/> Settlement of Claims/Lawsuits |
| <input type="checkbox"/> Code Amendment | <input type="checkbox"/> Grant Application | <input type="checkbox"/> Street/Highway Improvements |
| <input type="checkbox"/> Condemnation | <input type="checkbox"/> Improvement Acc. | <input type="checkbox"/> Other: _____ |

FINANCE Amount +/-: \$ <u>\$ 0.00</u> Funding Source: Capital Improvement Budget Capital Outlay Notes Departmental/Agency Budget Funds to Metro General Obligation Bonds Grant Increased Revenue Sources	Match: \$ <u>\$ 0.00</u> Judgments and Losses Local Government Investment Project Revenue Bonds Self-Insured Liability Solid Waste Reserve Unappropriated Fund Balance 4% Fund Other: _____ Date to Finance Director's Office: _____
Approved by OMB: <u>Asron Pratt</u> Approved by Finance/Accounts: _____ RW Approved by Div Grants Coordination: <u>Wagner Wilson</u>	APPROVED BY FINANCE DIRECTOR'S OFFICE: _____

ADMINISTRATION

Council District Member Sponsors: _____

Council Committee Chair Sponsors: _____

Approved by Administration: _____ **Date:** _____

DEPARTMENT OF LAW Date to Dept. of Law: _____ Approved by Department of Law: _____

Settlement Resolution/Memorandum Approved by: _____

Date to Council: _____ For Council Meeting: _____ E-mailed Clerk

All Dept. Signatures Copies Backing Legislative Summary Settlement Memo Clerk Letter Ready to File

GRANT SUMMARY SHEET

Grant Name: StrengtheningUSPublicHlthInfrastructureWorkforceDataSystems
rategA2FoundationalCapabilities 22-27 Amend3

Department: HEALTH DEPARTMENT

Grantor: CENTERS FOR DISEASE CONTROL & PREVENTION

**Pass-Through Grantor
(If applicable):**

Total Award this Action: \$0.00

Cash Match Amount \$0.00

Department Contact: Brad Thompson
340-0407

Status: AMENDMENT

Program Description:

This Centers for Disease Control and Prevention grant will create an action plan for Workforce Development addresses eight priority strategies and will involve collaboration among internal and external partners. MPHD will also support innovative changes in key areas and implement system changes that have a meaningful impact across public health areas and strengthen our Foundational Capabilities. Proposed efforts address four specific Foundational Capabilities strategies that will catalyze changes in how MPHD is organized and functions to use resources to enhance public health practice. Consequently, these efforts will remove barriers to services, reduce health disparities and build sustainable partnerships, community capacity and trust in the immediate and future public health efforts.Strategy A2 Foundational Capabilities. Amend.3 changes key personnel: The purpose of this amendment is to approve the Principle Investigator change to Wyntress Patterson. This is in response to the request submitted by your organization dated March 5, 2024.

Plan for continuation of services upon grant expiration:

Services would be discontinued.

Grants Tracking Form

Part One

Pre-Application <input type="radio"/>					Application <input type="radio"/>					Award Acceptance <input type="radio"/>					Contract Amendment <input checked="" type="radio"/>				
Department			Dept. No.			Contact			Phone			Fax							
HEALTH DEPARTMENT			038			Brad Thompson			340-0407										
Grant Name: Strengthening US Public Hlth Infrastructure, Workforce & Data Systems Strategy A2 Foundational Capabilities 22-27 Amend. 3																			
Grantor: CENTERS FOR DISEASE CONTROL & PREVENTION																			
Grant Period From: 12/01/22 (applications only) Anticipated Application Date:																			
Grant Period To: 11/30/27 (applications only) Application Deadline:																			
Funding Type: FED DIRECT																			
Pass-Thru: <input type="checkbox"/> Multi-Department Grant <input type="checkbox"/> If yes, list below.																			
Award Type: COMPETITIVE																			
Status: AMENDMENT																			
Metro Category: Est. Prior.																			
CFDA #: 93.967																			
Project Description: Applic. Submitted Electronically? <input type="checkbox"/>																			
This Centers for Disease Control and Prevention grant will create an action plan for Workforce Development addresses eight priority strategies and will involve collaboration among internal and external partners. MPH D will also support innovative changes in key areas and implement system changes that have a meaningful impact across public health areas and strengthen our Foundational Capabilities. Proposed efforts address four specific Foundational Capabilities strategies that will catalyze changes in how MPH D is organized and functions to use resources to enhance public health practice. Consequently, these efforts will remove barriers to services, reduce health disparities and build sustainable partnerships, community capacity and trust in the immediate and future public health efforts.Strategy A2 Foundational Capabilities. Amend.3 changes key personnel: The purpose of this amendment is to approve the Principle Investigator change to Wyntress Patterson. This is in response to the request submitted by your organization dated March 5, 2024.																			
Plan for continuation of service after expiration of grant/Budgetary Impact:																			
Services would be discontinued.																			
How is Match Determined?																			
Fixed Amount of \$ or % of Grant Other: <input type="checkbox"/>																			
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?																			
Is not budgeted?																			
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)																			
Other:																			
Number of FTEs the grant will fund: 22.00 Actual number of positions added: 8.00																			
Departmental Indirect Cost Rate 24.43% Indirect Cost of Grant to Metro: \$206,053.45																			
*Indirect Costs allowed? <input checked="" type="radio"/> Yes <input type="radio"/> No % Allow. 18.70% Ind. Cost Requested from Grantor: \$157,735.00 in budget																			
*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)																			
Draw down allowable? <input type="checkbox"/>																			
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	FY24	\$843,396.00						\$843,396.00	\$206,053.45	\$157,735.00
Yr 2	FY25	\$0.00						\$0.00	\$0.00	\$0.00
Yr 3	FY26	\$0.00						\$0.00	\$0.00	\$0.00
Yr 4	FY27	\$0.00						\$0.00	\$0.00	\$0.00
Yr 5										
Total		\$843,396.00	\$0.00	\$0.00	\$0.00		\$0.00	\$843,396.00	\$206,053.45	\$157,735.00
Date Awarded:				04/18/24	Match Source (Fund, BU):		\$0.00	Contract#: 6 NE11OE000029-02-03		
(or) Date Denied:										
(or) Date Withdrawn:										

Contact: juanita.paulsen@nashville.gov
vaughn.wilson@nashville.gov

GCP Rec'd
08/23/24

GCP Approved
08/26/24

VW



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NE11OE000029-02-03
FAIN# NE11OE000029
Federal Award Date: 04/18/2024

Recipient Information

- 1. Recipient Name**
NASHVILLE & DAVIDSON COUNTY,
METROPOLITAN GOVERNMENT OF
311 23rd Ave N
Family Youth and Infant Health
Nashville, TN 37203-1503
(615) 862-8860
- 2. Congressional District of Recipient**
05
- 3. Payment System Identifier (ID)**
1620694743A3
- 4. Employer Identification Number (EIN)**
620694743
- 5. Data Universal Numbering System (DUNS)**
078217668
- 6. Recipient's Unique Entity Identifier (UEI)**
LGZLHP6ZHM55
- 7. Project Director or Principal Investigator**

Wyntress Patterson
People and Culture Bureau Director
wyntress.patterson@nashville.gov
615-340-5652
- 8. Authorized Official**

Dr. Melva Black
Deputy Director
melva.black@nashville.gov
615-340-8549

Federal Agency Information

- CDC Office of Financial Resources
- 9. Awarding Agency Contact Information**
Patricia Sailor
GMS
tre9@cdc.gov
770 488 1520
 - 10. Program Official Contact Information**
Stephanie Williams
Program Officer
rww0@cdc.gov
4044984895

Federal Award Information

- 11. Award Number**
6 NE11OE000029-02-03
- 12. Unique Federal Award Identification Number (FAIN)**
NE11OE000029
- 13. Statutory Authority**
317(K)(2) OF PHSA 42USC 247B(K)(2)
- 14. Federal Award Project Title**
Metro Nashville Strengthening Public Health Infrastructure, Workforce and Data Systems
- 15. Assistance Listing Number**
93.967
- 16. Assistance Listing Program Title**
CDC's Collaboration with Academia to Strengthen Public Health
- 17. Award Action Type**
Change in Key Personnel
- 18. Is the Award R&D?**
No

Summary Federal Award Financial Information

19. Budget Period Start Date	12/01/2023	- End Date	11/30/2024
20. Total Amount of Federal Funds Obligated by this Action			\$0.00
20a. Direct Cost Amount			\$0.00
20b. Indirect Cost Amount			\$0.00
21. Authorized Carryover			\$0.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$843,396.00
24. Total Approved Cost Sharing or Matching, where applicable			\$0.00
25. Total Federal and Non-Federal Approved this Budget Period			\$843,396.00
26. Period of Performance Start Date	12/01/2022	- End Date	11/30/2027
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance			\$9,421,679.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Mrs. Erica Stewart
Team Lead, Grants Management Officer

30. Remarks



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NE11OE000029-02-03
FAIN# NE11OE000029
Federal Award Date: 04/18/2024

<p>Recipient Information</p> <p>Recipient Name NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF 311 23rd Ave N Family Youth and Infant Health Nashville, TN 37203-1503 (615) 862-8860</p> <p>Congressional District of Recipient 05</p> <p>Payment Account Number and Type 1620694743A3</p> <p>Employer Identification Number (EIN) Data 620694743</p> <p>Universal Numbering System (DUNS) 078217668</p> <p>Recipient's Unique Entity Identifier (UEI) LGZLHP6ZHM55</p>
<p>31. Assistance Type Project Grant</p> <p>32. Type of Award Other</p>

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$0.00
b. Fringe Benefits	\$0.00
c. Total Personnel Costs	\$0.00
d. Equipment	\$40,000.00
e. Supplies	\$41,630.00
f. Travel	\$109,300.00
g. Construction	\$0.00
h. Other	\$494,731.00
i. Contractual	\$0.00
j. TOTAL DIRECT COSTS	\$685,661.00
k. INDIRECT COSTS	\$157,735.00
l. TOTAL APPROVED BUDGET	\$843,396.00
m. Federal Share	\$843,396.00
n. Non-Federal Share	\$0.00

34. Accounting Classification Codes						
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
3-9390JXA	23NE11OE000029A2	OE	410U	93.967	\$0.00	75-2224-0943
3-9390LIZ	23NE11OE000029A1C6	OE	410U	93.967	\$0.00	75-X-0140
4-9390LFF	23NE11OE000029A2	OE	410U	93.967	\$0.00	75-2324-0943



DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NE11OE000029-02-03

FAIN# NE11OE000029

Federal Award Date: 04/18/2024

Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

AWARD ATTACHMENTS

NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT
OF

6 NE11OE000029-02-
03

1. Terms & Conditions

ADDITIONAL TERMS AND CONDITIONS OF AWARD

The General Terms and Conditions for [non-research](#) grants and cooperative agreements have been updated, effective January 23, 2024, to reflect current regulations and requirements for federal financial assistance.

Key Personnel: The purpose of this amendment is to approve the **Principle Investigator** change to Wytress Patterson. This is in response to the request submitted by your organization dated March 5, 2024.

Please be advised that the grantee must exercise proper stewardship over Federal funds by ensuring that all cost charged to their cooperative agreement are allowable, allocable, necessary, and reasonable.

All other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed in writing, by the Grants Management Officer.

PLEASE REFERENCE YOUR AWARD NUMBER ON ALL CORRESPONDENCE

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Signed by:
Gill C Wright III, MD
0460AC21E1CC408...
Director, Metro Public Health Department

8/12/2024
Date

Signed by:
Tené Hamilton Franklin
BEBF0BBF14D1480...
Chair, Board of Health

8/19/2024
Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Kevin Crumley
Director, Department of Finance

9/4/2024 | 12:01 PM CDT
Date

APPROVED AS TO RISK AND INSURANCE:

Balajun Cobb
Director of Risk Management Services

9/4/2024 | 12:58 PM CDT
Date

APPROVED AS TO FORM AND LEGALITY:

Courtney Nolan
Metropolitan Attorney

9/4/2024 | 12:40 PM CDT
Date

Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date



Metro Public Health Dept

Nashville / Davidson County

Protecting, Improving, and Sustaining Health

John Cooper, Mayor

Gill C. Wright III MD MMM FAAFP

Director of Health

Board of Health

Tené Hamilton Franklin MS, Chair

Calvin M. Smith III MD, Vice-Chair

Lloyda B. Williamson MD DFAPA FAACAP

Marie R. Griffin MD MPH

Adriana Bialostozky MD

Rebecca Anne Whitehead (Munn) MBA

Carol C. Ziegler APRN APHN-BC NP-C DNP

TO: Grant Solutions Representative

FROM: Dr. Melva Black, Deputy Director & Grant AOR

DATE: December 22, 2023

RE: Grant # NE11OE000029

This letter is to request the closing of two user accounts associated with the Metro Nashville Strengthening Public Health Infrastructure, Workforce and Data Systems under grant number NE11OE000029. Dr. Stephanie Kang and Dr. Erika Leslie are no longer employed with the Nashville Metropolitan Public Health Department. A request for a new user account is being made for Wyntress Patterson as the current PI/PO. Below is the new Project Director's contact information.

Wyntress Patterson
Nashville Metropolitan Public Health Department
2500 Charlotte Avenue
Nashville, TN 37209
615.340.5652 (office)
wyntress.patterson@nashville.gov

Please inform if further information is needed.

Sincerely,

Melva Black

Dr. Melva Black, Deputy Director & Grant AOR


Certificate Of Completion

Envelope Id: F3A215B8DB684EA0B5CB7247DA0F0F3B	Status: Completed
Subject: DocuSign: Health Strengthening USPublic...DataSystem23-27PartAFC Amend 3-5 Council Mtg 09/17/24	
Source Envelope:	
Document Pages: 38	Signatures: 16
Certificate Pages: 16	Initials: 3
AutoNav: Enabled	Envelope Originator:
Envelopeld 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
9/3/2024 9:22:52 AM	Vaughn.wilson@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

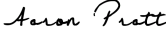
Signer Events

Signer Events	Signature	Timestamp
Vaughn Wilson vaughn.wilson@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 9/3/2024 9:39:56 AM Viewed: 9/3/2024 9:40:40 AM Signed: 9/3/2024 9:41:34 AM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	


Electronic Record and Signature Disclosure:
Accepted: 6/30/2022 8:31:40 AM
ID: 1603f0f5-6a6a-423d-8de0-620e70a047e5

Rose Wood rose.wood@nashville.gov Finance Admin Metro Finance Dept. OMB Security Level: Email, Account Authentication (None)		Sent: 9/3/2024 9:41:37 AM Viewed: 9/3/2024 10:59:08 AM Signed: 9/3/2024 10:59:43 AM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.190	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Aaron Pratt aaron.pratt@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 9/3/2024 10:59:45 AM Viewed: 9/4/2024 7:41:35 AM Signed: 9/4/2024 7:41:50 AM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:
Accepted: 9/4/2024 7:41:35 AM
ID: fe018783-8dec-449b-8fa6-7b4e79692afe

Kevin Crumbo/mjw maryjo.wiggins@nashville.gov Security Level: Email, Account Authentication (None)		Sent: 9/4/2024 7:41:52 AM Viewed: 9/4/2024 12:00:52 PM Signed: 9/4/2024 12:01:11 PM
	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.100	

Electronic Record and Signature Disclosure:

Signer Events	Signature	Timestamp
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Accepted: 9/4/2024 12:00:52 PM
ID: a774c644-9365-4200-add5-cfc62752a6e7

Courtney Mohan
courtney.mohan@nashville.gov
Security Level: Email, Account Authentication (None)

Courtney Mohan

Signature Adoption: Pre-selected Style
Using IP Address: 170.190.198.185

Sent: 9/4/2024 12:01:14 PM
Viewed: 9/4/2024 12:38:27 PM
Signed: 9/4/2024 12:40:39 PM

Electronic Record and Signature Disclosure:

Accepted: 9/4/2024 12:38:27 PM
ID: 9ab55994-4bb9-40ed-843b-736847773712

Balogun Cobb
balogun.cobb@nashville.gov
Insurance Division Manager
Security Level: Email, Account Authentication (None)

Balogun Cobb

Signature Adoption: Pre-selected Style
Using IP Address: 107.127.49.41
Signed using mobile

Sent: 9/4/2024 12:40:42 PM
Viewed: 9/4/2024 12:57:50 PM
Signed: 9/4/2024 12:58:05 PM

Electronic Record and Signature Disclosure:

Accepted: 9/4/2024 12:57:49 PM
ID: 01743ea8-824b-470e-87a3-e211c8bad11b

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Danielle Godin
danielle.godin@nashville.gov
Security Level: Email, Account Authentication (None)

COPIED

Sent: 9/4/2024 12:58:09 PM
Viewed: 9/4/2024 3:55:11 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Sally Palmer
sally.palmer@nashville.gov
Security Level: Email, Account Authentication (None)

COPIED

Sent: 9/4/2024 12:58:10 PM
Viewed: 9/4/2024 1:00:35 PM

Electronic Record and Signature Disclosure:

Accepted: 8/28/2024 9:26:27 AM
ID: ddafa96a-17c9-4204-86ca-6e943eb26385

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	9/3/2024 9:39:57 AM
Certified Delivered	Security Checked	9/4/2024 12:57:50 PM
Signing Complete	Security Checked	9/4/2024 12:58:05 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	9/4/2024 12:58:10 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		